

MINUTES

**Kentucky Community and Technical College System
Board of Regents Meeting
December 5, 2003**

Board Members Present:

Ms. Cynthia L. Read, Board Chair
Mr. Richard A. Bean, Board Vice Chair
Dr. Joseph B. Wise, III, Board Secretary
Ms. Donna J. Bartlett
Mr. William E. Beasley
Mr. Paul C. Callan, Jr.
Ms. Brenda R. Corey

Ms. Pamala J. Dallas
Ms. Elizabeth R. Hames
Ms. Lorna D. Littrell
Mr. Brandon W. Robinson
Mr. S. Kent Robinson
Mr. William R. West

Board Member Absent:

Mr. Henry L. Jackson

CALL TO ORDER Board of Regents Chair Read called to order the meeting of the Kentucky Community and Technical College System Board of Regents at 12:05 p.m. (ET), December 5, 2003, in the North Building Assessment Center Room N-110C at Central Kentucky Technical College, Lexington, Kentucky. She announced that the press was notified of the meeting on November 25, 2003, and that Hon. Beverly Haverstock, KCTCS General Counsel, would serve as parliamentarian.

There being a quorum present, Board business began with the approval of the minutes from the last meeting.

**APPROVAL OF
MINUTES**

MOTION: Dr. Wise moved that the minutes of the August 15, 2003, Board of Regents meeting be approved. Mr. B. Robinson seconded the motion.

VOTE: The motion was approved by unanimous consent.

MOTION: Ms. Littrell moved that the minutes of the September 16, 2003, Board of Regents special meeting be approved. Mr. Beasley seconded the motion.

VOTE: The motion was approved by unanimous consent.

**ADDITIONS OR
CHANGES TO
THE AGENDA**

By unanimous consent, Agenda Item L, "Executive Session," was moved to precede Agenda Item J, "Academic Affairs and Curriculum Committee."

MEETING HOSTS Chair Read thanked the meeting hosts Mr. Ron Baugh, Central Kentucky Technical College President and Bluegrass Community and Technical College District CEO, and his staff for their hospitality. She expressed special appreciation to Ms. Anita Mowery, Ms. Joanel Robinson, Mr. David Lynn, Ms. Lauren Moore, and Ms. Cathy Vance for their work coordinating the meeting logistics. She noted that Central did a great job preparing for the Board meetings. Chair Read further noted that the Board was appreciative of the opportunity to meet and talk with members of the community at the College and Community Coffee held earlier that morning.

Chair Read also thanked KCTCS President Michael B. McCall and his wife, Carolyn, for hosting the Board in their home for dinner on December 4, 2003. The dinner provided a wonderful time for fellowship in the comfort of the McCall's home.

COLLEGE WELCOME Mr. Baugh welcomed the Board to Central Kentucky Technical College and noted that the Board's first meeting was held at the college. He provided an overview of the college's and the district's recent achievements, including the success the college has enrolling students, including high school students in dual credit courses. Mr. Baugh introduced Mr. Clovis Perry, chair of the Central Kentucky Technical College Faculty Council, who also brought greetings to the Board. Mr. Perry is an associate professor, teaching Medical Office Technology and related computer courses. Mr. Perry shared successes of the college's involvement with educational correctional centers and how KCTCS has changed the lives of participants in KCTCS programs offered at correctional centers.

ACTION: RESOLUTION APPROVING THE PURSUIT OF SINGLE ACCREDITATION (SACS) AND THE CONSOLIDATION OF ELIZABETHTOWN COMMUNITY COLLEGE AND ELIZABETHTOWN TECHNICAL COLLEGE RECOMMENDATION: That the Board of Regents adopt the proposed *Resolution Approving the Pursuit of Single Accreditation (SACS) and the Consolidation of Elizabethtown Community College and Elizabethtown Technical College*.

Chair Read asked President McCall to provide additional information about this item. President McCall noted that the colleges have made tremendous progress toward consolidation and single accreditation. He called on Dr. Thelma J. White, Elizabethtown Community College President and Elizabethtown Community and Technical College District CEO, to make the presentation and to introduce those present (see Attachment A) to support the consolidation and the single accreditation of the colleges.

Dr. White noted that the colleges enjoy a strong presence in their service area and have strong partnerships in many activities designed to meet the needs of the surrounding communities. The consolidated, singly accredited college would provide services to Hardin, Larue, Breckinridge, Meade, Nelson, Hart, Grayson, Taylor, Green, Washington, Marion, and Bullitt counties, with the main campus located in Elizabethtown (Hardin County). In fall 2003, the colleges' combined budget was \$24,952,000; and their combined enrollment totaled 4,986. Of that number, there were 1,724 full-time and 3,262 part-time students. Together, the colleges offer more than 175 credentials, including certificates, diplomas, and associate degrees. Graduates have the opportunity

to sit for certification credentialing or testing in many areas. The colleges have certification credentials or affiliations with numerous national organizations.

The consolidation process for Elizabethtown Community College and Elizabethtown Technical College began in 2001. A steering committee was created in 2002 and expanded to include action teams, with participation by faculty and staff from both campuses. Action teams were formed during 2002-03 for each major unit of the college and have evolved into the consolidation planning teams responsible for preparing for the final stages of consolidation, long-range planning efforts, and implementation of the consolidation.

In May 2002 the colleges received local board endorsement to consolidate and pursue single accreditation. The KCTCS Board of Regents endorsed the colleges' community-driven efforts to become a singly accredited comprehensive community and technical college at its June 28, 2002, meeting. Over 150 people from 11 counties attended the March 24, 2003, public information forum regarding their pursuit of single accreditation and consolidation. Participation at the forum came from individuals representing business, industry, education, civic, government, and healthcare sectors of the region. Dr. White noted that concerns expressed at the forum regarding consolidation and single accreditation have been addressed. A Business and Industry Training Coordinator was hired to work with the Training Consortium. Funding levels have been maintained for all programs and services; a budgeting process is in place that aligns with strategic planning. A new organization structure has been developed, and all faculty and staff have been placed in the consolidated structure. SACS accepted the colleges' substantive change prospectus at its June 2003 meeting. The prospectus for substantive change submitted to SACS was made available for campuswide comment, as were proposed organizational charts. With the acceptance of the prospectus, the colleges developed division and operational plans as well as joint evaluation, planning, and review processes. Faculty and staff from both colleges were provided with equal access to participate in the process of plan development.

Resolutions supporting the community-driven efforts regarding consolidation and single accreditation have been received from the Elizabethtown Community College Board of Directors, the Elizabethtown Technical College Advisory Board, and the North Central Education Foundation (the colleges' foundation board). Letters supporting the consolidation and single accreditation were received from locally elected officials, city and county government officials, non-profit agencies, business and industry leaders, and local school boards.

Since receiving initial Board of Regents approval, the colleges have consolidated services, including establishment of a coordinated registration process, a joint annual planning process across academic units, development of a joint public relations marketing plan, coordinated budgeting, establishment of the North Central Education Foundation as the recognized foundation for the colleges, and development of a common class calendar. In addition to the public information forum held March 24, 2003, campuswide

forums on consolidation and the budget were held as well as student forums. Consolidation updates have been provided to the community and to the colleges.

The colleges already have many consolidated units that are operational: Academic Affairs, Grants, Public Relations, Institutional Advancement, Enrollment Management, Welcome Center, Business Affairs, and Student Affairs. The administrative structure of the consolidated college consists of a president; deans of Academic Affairs, Occupational/Technical Education, Business Affairs, Student Affairs, and Enrollment Management; and directors of Institutional Advancement, Grants and Special Projects, and Public Relations.

Approval of the proposed *Resolution Approving the Pursuit of Single Accreditation (SACS) and the Consolidation of Elizabethtown Community College and Elizabethtown Technical College* (see Attachment B) would give the colleges final Board of Regents approval to continue toward single accreditation and consolidation. A SACS visit regarding consolidation and single accreditation is scheduled for spring 2004. Final SACS approval would be anticipated in June 2004.

MOTION: Mr. Beasley moved that the Board of Regents adopt the proposed *Resolution Approving the Pursuit of Single Accreditation (SACS) and the Consolidation of Elizabethtown Community College and Elizabethtown Technical College*. Ms. Littrell seconded the motion.

It was noted that the college took actions to address the concerns raised at the forum, and that forum indicated support of the consolidation and single accreditation pursuits of the college.

Chair Read asked Mr. Richard Games, Elizabethtown Technical College Advisory Board Member and Elizabethtown Industrial Foundation Member, whether the college had successfully addressed the concerns he raised at the forum. Mr. Games reported that he was very pleased with the colleges' efforts to address concerns and that he was included in the process. He noted that the consolidation and single accreditation would be good for both the community and the colleges.

VOTE: The motion was approved unanimously.

CHAIR'S REPORT Chair Read welcomed the four newly-elected regents to their first meeting: Mr. Callan, Ms. Hames, Mr. S. Robinson, and Mr. West. Chair Read reported the following items:

- A workshop on Parliamentary Procedure and Robert's Rules of Order held for the Board of Regents on December 4, 2003.
- President McCall's appointment as an ex-officio member to Governor-Elect Ernie Fletcher's Blue Ribbon Commission. The commission is charged with studying the efficiency and organization of state government.

- 2004 Board meeting locations: February 19-20, Jefferson Community College, Shelby County Campus, Shelbyville, Kentucky; May 13-14, Maysville Community College, Main Campus – Technology Building, Maysville, Kentucky; August 12-13, Madisonville Community College, Muhlenberg County Campus, Muhlenberg, Kentucky; December 2-3, KCTCS System Office, Versailles, Kentucky. Meeting dates were approved by the Board at the August 15, 2003, meeting. Chair Read emphasized the importance of regent attendance at Board meetings, noting the attendance policy listed in the *KCTCS Board of Regents Bylaws*.
- Resolution adopted by the faculty senate councils expressing disappointment in the continued discrimination against employees not in the KCTCS personnel system. The full resolution was distributed to all Board members.
- The upcoming joint meeting of the KCTCS Board of Regents and the colleges' local board chairs. The tentative meeting date is February 19, 2004. The joint meeting will provide an update on the KCTCS legislative agenda and address the System's 2006-2010 strategic plan. A legislative reception will follow the joint meeting.

Chair Read extended birthday wishes to Mr. Beasley.

PRESIDENT'S REPORT

President McCall provided an update on current System activities. Some of the activities highlighted include the KCTCS Annual Report, fall 2003 enrollment, visualization and immersion educational services (the College Collaborative Network), compensation and classification, benefits enhancements, the President's Leadership Seminar, Fire Commission, Project Versailles, campus visits, and updated performance indicators. The report in its entirety is attached (see Attachment C). It also can be accessed at <http://www.kctcs.edu/organization/board/meetings/>.

President McCall also presented definitions, objectives, and measures for the 2004 annual leadership focus: **P.A.C.E.** Through **P.A.C.E.**, KCTCS will sustain the momentum of successfully achieving the goals and priorities of the *KCTCS Strategic Plan* and continue the **P.A.C.E.** of productivity by focusing on objectives in the following four areas: the **P**lanning Model, the **A**ccountability Process, the accelerated implementation of **C**ampaigns for resource development, and the advancement of KCTCS with an increased focus on **E**xternal constituents.

The Board discussed the performance indicators presented in the President's Report and the availability of baseline data. It was noted that the per student funding indicator was unmet because of KCTCS success with enrollment growth; the number of students enrolled exceeded the estimated number comprising this indicator.

**CONSENT
AGENDA**

Chair Read noted that the items on the Consent Agenda have been discussed separately during committee meetings of the Board of Regents.

RECOMMENDATION: That the following items listed under the Board's Consent Agenda be approved:

1. Academic Affairs and Curriculum Committee
 - J-2. Action: Ratification of New Credit Certificate and Diploma Programs. Each of the new credit certificate and diploma programs is applicable toward at least one degree program. Certificates are proposed for colleges in each of the 16 KCTCS college districts.
 - J-4. Action: KCTCS Colleges Candidates for Credentials. For the period of July 1, 2003, through October 20, 2003, there were 4,300 credential requests, including 1,708 certificates; 785 diplomas; 597 associate in arts; 205 associate in science; 962 associate in applied science; and 43 associate in applied technology degrees.
2. Finance Committee
 - K-2. Action: Ratification of Personnel Actions. The personnel actions presented for ratification were advertised and followed equal opportunity guidelines for nondiscriminatory hiring practices.

MOTION: Dr. Wise moved that the consent agenda be approved.
Mr. Beasley seconded the motion.

VOTE: The motion was approved unanimously.

**EXECUTIVE
COMMITTEE
REPORT**

Executive Committee Vice Chair Bean presented the committee's report to the Board of Regents.

Mr. Bean noted that the Executive Committee changed its agenda: Agenda Item I-7, "Update: KCTCS Expense Policies and Procedures Report," was changed to an action item. An action item related to Lexington Community College was added to the agenda.

**ACTION: 2004
LEGISLATIVE
AGENDA**

RECOMMENDATION: That the KCTCS Board of Regents approve the 2004 KCTCS Legislative Agenda to include support for the Council on Postsecondary Education Budget Recommendations; support for the KCTCS Special Initiatives, which include funding for the Classification and Compensation Plan, Remedial/Development Programs, Homeland Security (full funding), and the Auto Manufacturing Center; and support for the KCTCS Capital Budget Request.

Mr. Bean noted that the committee received a full report from President McCall and KCTCS Vice President Timothy Burcham.

The proposed 2004 KCTCS Legislative Agenda calls upon the General Assembly of the Commonwealth of Kentucky to support the following legislative objectives: 1) the Council on Postsecondary Education budget recommendations for KCTCS, 2) the KCTCS Special Initiatives Request, and 3) the KCTCS Capital Budget Request.

The *2004-06 KCTCS Biennial Budget Request*, approved August 15, 2003, by the Board of Regents, was submitted to the Council on Postsecondary Education for its use in making a biennial budget recommendation to the Governor and General Assembly on behalf of KCTCS. The CPE recommendation for KCTCS is composed of five components: 1) benchmark funding, 2) trust funds, 3) special initiatives, 4) capital budget requests, and 5) additional funding initiatives. The Board reviewed a handout that summarized the CPE budget.

The proposed legislative agenda also encourages funding the biennial budget request for the Fire Commission and full funding for the special initiatives: Classification and Compensation Plan, Remedial/Development Programs, Homeland Security (full funding), and the Auto Manufacturing Center. The special initiatives included in the Board's *2004-06 KCTCS Biennial Budget Request* represent additional KCTCS high priorities that are vital to the future economic development of the Commonwealth. The proposed KCTCS legislative agenda also encourages the General Assembly to approve funding for 50 capital budget requests.

The Committee also discussed how the 2004 KCTCS Legislative Agenda should be communicated. Advocacy efforts and planned activities include the following:

- Personal visits by President McCall with Governor-Elect Ernie Fletcher and the legislative leadership, legislative delegations, and individual legislators.
- Mailings and correspondence from President McCall to all legislators to include the 2004 KCTCS Legislative Agenda brochure and the *KCTCS Profile*.
- Legislative briefings, hosted by the colleges, to build support with the colleges' community leaders.
- Legislative reception and a joint meeting of the KCTCS Board of Regents, the KCTCS Foundation, and the colleges' local boards of directors and foundation chairs to be held February 19, 2004.

The CPE and the Inter-Alumni Council will host a Higher Education Day in Frankfort on February 5, 2004.

MOTION: On behalf of the Executive Committee, Mr. Bean moved that the KCTCS Board of Regents approve the 2004 KCTCS Legislative Agenda to include support for the Council on Postsecondary Education Budget Recommendations; support for the KCTCS Special Initiatives, which include funding for the Classification and Compensation Plan, Remedial/Development Programs, Homeland Security (full funding), and the Auto Manufacturing Center; and support for the KCTCS Capital Budget Request as previously approved by the Board of Regents on August 15, 2003.

VOTE: The motion was approved unanimously.

Mr. Bean noted that the legislative agenda presented and approved is based on information available to date. During the legislative session, other information or legislative requests may surface that would require immediate attention. In such urgent legislative matters, the Executive Committee will represent the Board of Regents based on *KCTCS Board of Regents Bylaws Section 10.2.3*, which states that “the Executive Committee shall be responsible for all matters related to the overall administration of KCTCS. Specifically, the Executive Committee shall advise KCTCS and recommend action on policies related to creating and maintaining the highest level of quality, public accountability, and institutional effectiveness at KCTCS colleges as it pertains to ... legislative issues....”

**ACTION:
RESOLUTION
REGARDING THE
LEXINGTON
COMMUNITY
COLLEGE**

RECOMMENDATION: That the KCTCS Board of Regents approve the *Resolution Regarding the Lexington Community College* (see Attachment D).

MOTION: On behalf of the Executive Committee, Mr. Bean moved that the KCTCS Board of Regents approve the *Resolution Regarding the Lexington Community College*.

The proposed resolution indicates support of the University of Kentucky Board of Trustees in whatever option it chooses for the Lexington Community College. It was noted that should the governance of Lexington Community College be transferred from the University of Kentucky Board of Trustees to the KCTCS Board of Regents, the employees of the college would be welcomed as KCTCS employees under the jurisdiction of the KCTCS Board of Regents and KCTCS personnel rules.

VOTE: The motion was approved unanimously. Mr. West abstained.

**ACTION:
PROPOSED
NAME CHANGE
FOR
ELIZABETHTOWN
COMMUNITY
COLLEGE AND
ELIZABETHTOWN
TECHNICAL
COLLEGE**

RECOMMENDATION: That the KCTCS Board of Regents approve the request of Dr. Thelma White, Elizabethtown Community College President and Elizabethtown Community and Technical College District CEO, to rename the college resulting from the pursuit of single accreditation (SACS) and the consolidation of Elizabethtown Community College and Elizabethtown Technical College the “Elizabethtown Community and Technical College,” contingent upon the Board of Regents approval of the *KCTCS Board of Regents Resolution Approving the Pursuit of Single Accreditation (SACS) and the Consolidation of Elizabethtown Community College and Elizabethtown Technical College*. The name would be effective January 1, 2004.

Mr. Bean noted that the Board of Regents approved the colleges’ request for approval of a resolution authorizing their pursuit of single accreditation (SACS) and consolidation earlier in the meeting. Additional letters supporting the proposed name change were distributed at the meeting.

MOTION: On behalf of the Executive Committee, Mr. Bean moved that the KCTCS Board of Regents approve the request of Dr. Thelma White, Elizabethtown Community College President and Elizabethtown Community and Technical College District CEO, to rename the college resulting from the pursuit of single accreditation (SACS) and the consolidation of Elizabethtown Community College and Elizabethtown Technical College the “Elizabethtown Community and Technical College.” The name would be effective January 1, 2004.

VOTE: The motion was approved unanimously.

**ACTION:
REVISED
MISSION
STATEMENT FOR
ELIZABETHTOWN
COMMUNITY AND
TECHNICAL
COLLEGE**

RECOMMENDATION: That the KCTCS Board of Regents approve a revised mission statement as presented in the agenda materials for Elizabethtown Community and Technical College, contingent upon the Board’s approval of the name change of the college.

The proposed mission statement responds to a Commission on Colleges of the Southern Association of Colleges and Schools (SACS) requirement that a consolidated comprehensive community and technical college have a revised mission statement that accurately describes the institution and its characteristics. The revised mission statement also includes the consolidated college’s new name.

MOTION: On behalf of the Executive Committee, Mr. Bean moved that the KCTCS Board of Regents approve a revised mission statement as presented in the agenda materials for Elizabethtown Community and Technical College.

VOTE: The motion was approved unanimously.

**ACTION:
REVISIONS TO
KCTCS BOARD
OF REGENTS
BYLAWS**

RECOMMENDATION: That the KCTCS Board of Regents approve the revised *KCTCS Board of Regents Bylaws*.

The proposed revision to the *KCTCS Board of Regents Bylaws* would update the bylaws in response to recent changes resulting from legislation (House Bill 223) enacted by the 2003 General Assembly. This item was presented as an information item at the August 15, 2003, Board of Regents meeting.

MOTION: On behalf of the Executive Committee, Mr. Bean moved that the KCTCS Board of Regents approve the revised *KCTCS Board of Regents Bylaws* as presented in the agenda materials.

VOTE: The motion was approved unanimously.

**ACTION:
REVISIONS TO
KCTCS BOARD
OF REGENTS
POLICY 1.5 -
ADMINISTRATIVE
STRUCTURE OF
THE KENTUCKY
COMMUNITY AND
TECHNICAL
COLLEGE
SYSTEM**

RECOMMENDATION: That the KCTCS Board of Regents approve the revised *KCTCS Board of Regents Policy 1.5 – Administrative Structure of the Kentucky Community and Technical College System*.

The proposed revision of the *KCTCS Board of Regents Policy 1.5 – Administrative Structure of the Kentucky Community and Technical College System* would update the policy in response to recent legislation (House Bill 223) enacted by the 2003 General Assembly. This item was presented as an information item at the August 15, 2003, Board of Regents meeting.

MOTION: On behalf of the Executive Committee, Mr. Bean moved that the KCTCS Board of Regents approve the revised *KCTCS Board of Regents Policy 1.5 – Administrative Structure of the Kentucky Community and Technical College System* as presented in the agenda materials.

VOTE: The motion was approved unanimously.

**INFORMATION:
ONGOING
POLICY REVIEW
PROCESS -
PROPOSED
POLICY
REVISIONS**

Mr. Bean noted that a revised Agenda Item I-6, “Information: Ongoing Policy Review Process - Proposed Policy Revisions,” was presented at the Committee meeting. He noted that KCTCS policies are being reviewed on an ongoing basis to:

- Integrate KCTCS policies (incorporating the “To Be Developed” sections).
- Update KCTCS policies as needed to keep them current.
- Refine policies by streamlining and restructuring where needed and placing policies appropriately.

As a result of the ongoing review, revisions have been proposed for two policies, *Policy 1.3.3.1 – Boards of Directors of Community Colleges* and *Policy 2.0 – Kentucky Community and Technical College System Employment*. The proposed revisions will be presented as action items at the February 20, 2004, Board of Regents meetings.

**ACTION: KCTCS
EXPENSE
POLICIES AND
PROCEDURES
REPORT**

RECOMMENDATION: That the KCTCS Board of Regents establish a policy that all expenses incurred by the KCTCS President shall be on a reimbursement basis. The requests for reimbursement shall follow established KCTCS procedures and the KCTCS President's contract and be reviewed by and approved by the KCTCS Vice President of Finance and the KCTCS Comptroller prior to payment. The external auditors shall test this procedure as part of their annual audit.

Mr. Bean noted that at the August 15, 2003, Board of Regents meeting, Chair Read appointed Mr. Bean to oversee the review of Board expense policies for the KCTCS President and to report on the review at the December 2003 meeting.

Mr. Bean reported that President McCall complies with the same expense policies as other KCTCS employees. The process for the president's expense reimbursement is only slightly different than the process for other KCTCS employees, since the president is provided an automobile as part of his compensation package and is reimbursed for actual travel costs.

Mr. Bean further reported that the KCTCS Foundation, Inc. has established a President's Fund to pay for expenses that are not funded by state appropriations. The fund is used to build business and community partnerships.

MOTION: On behalf of the Executive Committee, Mr. Bean moved that the KCTCS Board of Regents establish a policy that all expenses incurred by the KCTCS President shall be on a reimbursement basis. The requests for reimbursement shall follow established KCTCS procedures and the KCTCS President's contract and be reviewed by and approved by the KCTCS Vice President of Finance and the KCTCS Comptroller prior to payment. The external auditors shall test this procedure as part of their annual audit.

VOTE: The motion was approved unanimously.

A proposed policy based on the motion just approved will be presented as an action item at the February 20, 2004, Board of Regents meeting.

**EXECUTIVE
SESSION**

MOTION: Mr. Bean moved that the Board go into Executive Session pursuant to KRS 61.810 (1) (f), "Individual Personnel Matters." Mr. West seconded the motion.

VOTE: The motion was approved unanimously, and the Board went into Executive Session at 1:30 p.m. (ET).

OPEN SESSION

The Committee reconvened in open session at 3:30 p.m. (ET).

Chair Read announced that the Board of Regents discussed individual personnel matters and that there was one action to bring before the Board related to President McCall's annual performance evaluation.

In recognition of President McCall's outstanding achievements during the 2003 year in meeting the goals of *S.A.I.L.* as approved by the Board, Ms. Littrell made the following motion:

MOTION: Ms. Littrell moved to award a \$50,000 performance bonus to Dr. McCall and to extend by one year his contract as specified in the January 1, 2001, employment contract addendum. Mr. Beasley seconded the motion.

VOTE: The motion was approved unanimously. Prior to the vote, it was noted that Mr. Callan, Ms. Hames, Mr. K. Robinson, and Mr. West would not vote because the *KCTCS Board of Regents Bylaws* prohibit faculty and staff representatives from voting on issues related to individual compensation matters.

On behalf of the Board, Chair Read thanked President McCall for his leadership focus to make Strategic Achievements to Invest in Learning and congratulated him for a great year. President McCall thanked the Board, noting that it was a pleasure to work with the Board and KCTCS.

**ACADEMIC
AFFAIRS AND
CURRICULUM
COMMITTEE
REPORT**

Academic Affairs and Curriculum Committee Chair Wise presented the committee's report to the Board of Regents.

**ACTION:
QUANTITATIVE
WAIVER FOR
BOWLING
GREEN
TECHNICAL
COLLEGE**

RECOMMENDATION: That the KCTCS Board of Regents adopt the resolution presented in the agenda materials, exercising its option for a quantitative waiver on behalf of Bowling Green Technical College for the 2003 calendar year under the waiver provision of KRS 164.020, Section (19), as implemented through Kentucky Administrative Regulation 13 KAR 2:060 (see Attachment E).

Dr. Wise provided background information related to the *Kentucky Plan*, which relates only to African American minorities. An institution's eligibility for instituting new academic programs is governed by criteria set forth in statute regarding the *Kentucky Plan*, which requires that an institution meet its equal opportunity objectives in order to be given approval to implement new programs.

KCTCS colleges have four equal opportunity objectives:

- Kentucky Resident African American Undergraduate Student Enrollment.
- Employment of African Americans in Executive, Administrative, and Managerial Positions.
- Employment of African Americans as Faculty.
- Employment of African Americans as Other Professionals (Professional Non-Faculty).

Compliance with objectives is based on data that is two years old. The statute gives CPE the authority to grant a temporary quantitative waiver, which allows a college to submit an academic program for approval, if an institution does not meet all of the objectives but demonstrates continuous progress from the previous year toward meeting two (2) of the four (4) equal opportunity objectives. This quantitative waiver approval for KCTCS colleges has been delegated by CPE to the KCTCS Board of Regents. Bowling Green Technical College has met two of the four objectives and showed significant progress in one other objective.

MOTION: On behalf of the Academic Affairs and Curriculum Committee, Dr. Wise moved that the KCTCS Board of Regents adopt the resolution, exercising its option for a quantitative waiver on behalf of Bowling Green Technical College for the 2003 calendar year under the waiver provision of KRS 164.020, Section (19), as implemented through Kentucky Administrative Regulation 13 KAR 2:060.

VOTE: The motion was approved unanimously.

***ACTION: NEW
PROGRAM
PROPOSALS***

***ASSOCIATE IN
ARTS AND
ASSOCIATE IN
SCIENCE,
BOWLING GREEN
TECHNICAL
COLLEGE***

RECOMMENDATION: That the Board of Regents approve an Associate in Arts (AA) and an Associate in Science (AS) for Bowling Green Technical College to be implemented in fall 2004, contingent upon Board approval of a quantitative waiver for the college.

Bowling Green Technical College is the second technical college to request approval of AA/AS liberal arts transfer degree programs. Approval of these programs would enable the college to comply with the Commission on Colleges of the Southern Association of Colleges and Schools (SACS) criteria for accreditation. President McCall noted that this proposal is a milestone for Bowling Green Technical College and the System as a whole.

MOTION: On behalf of the Academic Affairs and Curriculum Committee, Dr. Wise moved that the recommendation be approved.

VOTE: The motion was approved unanimously.

The Board congratulated the college on its achievements.

**ASSOCIATE IN
APPLIED
SCIENCE IN
INDUSTRIAL AND
ENGINEERING
TECHNOLOGY,
GATEWAY
COMMUNITY AND
TECHNICAL
COLLEGE**

RECOMMENDATION: That the KCTCS Board of Regents approve an Associate in Applied Science (AAS) in Industrial and Engineering Technology with specializations in Electrical, Computer Aided Design, Manufacturing, Mechanical, Computer Maintenance, and Industrial Maintenance for Gateway Community and Technical College to be implemented in spring 2004.

The program has strong community support; a community-based survey of local industry demonstrated community need for the program and the proposed specializations. The proposed AAS program is based on the approved KCTCS curriculum and consists of 69-72 credit hours. Because the college is offering certificates and diplomas in this area already, additional funding is unnecessary to implement the program.

MOTION: On behalf of the Academic Affairs and Curriculum Committee, Dr. Wise moved that the KCTCS Board of Regents approve an Associate in Applied Science (AAS) in Industrial and Engineering Technology with specializations in Electrical, Computer Aided Design, Manufacturing, Mechanical, Computer Maintenance, and Industrial Maintenance for Gateway Community and Technical College to be implemented in spring 2004.

VOTE: The motion was approved unanimously.

**ASSOCIATE IN
APPLIED
SCIENCE IN
INDUSTRIAL AND
ENGINEERING
TECHNOLOGY,
HAZARD
COMMUNITY AND
TECHNICAL
COLLEGE**

RECOMMENDATION: That the KCTCS Board of Regents approve an Associate in Applied Science (AAS) in Industrial and Engineering Technology with specializations in Electrical, Computer Aided Design, Manufacturing, Computer Maintenance, and Industrial Maintenance for Hazard Community and Technical College to be implemented in spring 2004.

This program is similar to the one previously approved for Gateway. The program has strong community support, and a community-based survey of local industry demonstrated community need for the Industrial and Engineering Technology program and the proposed specializations. The proposed AAS program is based on the approved KCTCS curriculum and consists of 69-72 credit hours. Additional funding is not required to implement the program.

MOTION: On behalf of the Academic Affairs and Curriculum Committee, Dr. Wise moved that the KCTCS Board of Regents approve an Associate in Applied Science (AAS) in Industrial and Engineering Technology with specializations in Electrical, Computer Aided Design, Manufacturing, Computer Maintenance, and Industrial Maintenance for Hazard Community and Technical College to be implemented in spring 2004.

VOTE: The motion was approved unanimously.

**ASSOCIATE IN
APPLIED
SCIENCE IN
NURSING,
GATEWAY
COMMUNITY AND
TECHNICAL
COLLEGE**

RECOMMENDATION: That the KCTCS Board of Regents approve an Associate in Applied Science (AAS) in Nursing for Gateway Community and Technical College to be implemented in fall 2004.

Dr. Wise noted that with the closure of Northern Kentucky University's two-year Nursing program, no other postsecondary education institution in the northern Kentucky area enrolls students in an associate degree program for nursing. The program will be a collaborative project with NKU. There is significant private and community support for the program. The proposed AAS program is based on the approved KCTCS curriculum and consists of 72-76 credit hours. The college presently offers a diploma in Practical Nursing; qualified faculty, equipment, classrooms, and infrastructure are present to implement this program. No additional funding will be necessary.

MOTION: On behalf of the Academic Affairs and Curriculum Committee, Dr. Wise moved that the KCTCS Board of Regents approve an Associate in Applied Science (AAS) in Nursing for Gateway Community and Technical College to be implemented in fall 2004.

VOTE: The motion was approved unanimously.

Dr. Wise noted that KCTCS has done an excellent job addressing the allied healthcare and nursing needs of the Commonwealth.

**ASSOCIATE IN
APPLIED
SCIENCE IN
MEDICAL
INFORMATION
TECHNOLOGY,
HAZARD
COMMUNITY AND
TECHNICAL
COLLEGE**

RECOMMENDATION: That the KCTCS Board of Regents approve an Associate in Applied Science (AAS) in Medical Information Technology with options in Administrative, Insurance Coding, Medical Records, and Transcription for Hazard Community and Technical College to be implemented in spring 2004.

A community-based survey of local industry demonstrated community need for the Medical Information Technology program and the options. The proposed AAS program is based on the approved KCTCS curriculum and consists of 62-67 credit hours. No additional funding will be required to implement this program.

MOTION: On behalf of the Academic Affairs and Curriculum Committee, Dr. Wise moved that the KCTCS Board of Regents approve an Associate in Applied Science (AAS) in Medical Information Technology with options in Administrative, Insurance Coding, Medical Records, and Transcription for Hazard Community and Technical College to be implemented in spring 2004.

VOTE: The motion was approved unanimously.

**ASSOCIATE IN
APPLIED
SCIENCE IN
MEDICAL
INFORMATION
TECHNOLOGY,
MADISONVILLE
COMMUNITY
COLLEGE**

RECOMMENDATION: That the KCTCS Board of Regents approve an Associate in Applied Science (AAS) in Medical Information Technology with options in Administrative, Insurance Coding, Medical Records, and Transcription for Madisonville Community College to be implemented in spring 2004.

This program is similar to the one just approved for Hazard. There is strong community support for the program. According to the Kentucky Department of Labor, this is a top three need within Hopkins County and one of the fastest growing occupations. The proposed AAS program is based on approved KCTCS curriculum and consists of 62-67 credit hours. No additional funding will be required to implement this program.

MOTION: On behalf of the Academic Affairs and Curriculum Committee, Dr. Wise moved that the KCTCS Board of Regents approve an Associate in Applied Science (AAS) in Medical Information Technology with options in Administrative, Insurance Coding, Medical Records, and Transcription for Madisonville Community College to be implemented in spring 2004.

VOTE: The motion was approved unanimously.

**ASSOCIATE IN
APPLIED
SCIENCE IN
AGRICULTURAL
TECHNOLOGY,
MADISONVILLE
COMMUNITY
COLLEGE**

RECOMENDATION: That the KCTCS Board of Regents approve an Associate in Applied Science (AAS) in Agricultural Technology for Madisonville Community College to be implemented in spring 2004.

The degree program is needed due in part to the impact of technological advances in the agriculture industry. The proposed AAS program is based on an approved KCTCS curriculum and consists of 69-72 credit hours. No additional funding will be required to implement this program.

MOTION: On behalf of the Academic Affairs and Curriculum Committee, Dr. Wise moved that the KCTCS Board of Regents approve an Associate in Applied Science (AAS) in Agricultural Technology for Madisonville Community College to be implemented in spring 2004.

VOTE: The motion was approved unanimously.

**ASSOCIATE IN
APPLIED
SCIENCE IN
EDUCATION FOR
SEVEN
COLLEGES**

RECOMMENDATION: That the KCTCS Board of Regents approve an Associate in Applied Science (AAS) in Education with a Teacher Associate Option, a Teacher Preparation Option, and an embedded Paraeducator Certificate for the following colleges to be implemented in spring 2004:

- Elizabethtown Community College
- Gateway Community and Technical College
- Hazard Community and Technical College
- Hopkinsville Community College
- Jefferson Community College
- Owensboro Community and Technical College
- Somerset Community College

The proposed program is a tremendous accomplishment. It is the result of a unique collaborative arrangement that includes a number of KCTCS colleges, a host of four-year institutions (public and private), and other statewide educational organizations. The proposed program will facilitate dual credit opportunities for high school students and transfer opportunities of KCTCS students to four-year colleges and universities. The proposed AAS program is based on approved KCTCS curriculum and consists of 62-72 credit hours. The curriculum was developed collaboratively with representatives from the public universities and ongoing input from them to ensure maximum seamless transfers. Additional funding will not be necessary to implement the program.

MOTION: On behalf of the Academic Affairs and Curriculum Committee, Dr. Wise moved that the KCTCS Board of Regents approve an Associate in Applied Science (AAS) in Education with a Teacher Associate Option, a Teacher Preparation Option, and an embedded Paraeducator Certificate for the following colleges to be implemented in spring 2004:

- Elizabethtown Community College
- Gateway Community and Technical College
- Hazard Community and Technical College
- Hopkinsville Community College
- Jefferson Community College
- Owensboro Community and Technical College
- Somerset Community College

AMENDMENT: Mr. K. Robinson moved to change in the name of “Elizabethtown Community College” in the recommendation to “Elizabethtown Community and Technical College.” Ms. Littrell seconded the amendment.

After discussion, it was determined that the name should remain as Elizabethtown Community College for this proposal because the new name, Elizabethtown Community and Technical College is not yet effective.

AMENDMENT WITHDRAWN: Mr. Robinson withdrew his amendment. Ms. Littrell withdrew her second.

VOTE: The motion was approved unanimously.

Dr. Carolyn O'Daniel, KCTCS System Office, was recognized for her work with this project. It was noted that since 1998, the Board of Regents has approved more than 1,000 programs and options. In total, KCTCS provides more than 3,000 programs and options for its students.

**ACTION:
REVISION TO
KCTCS BOARD
OF REGENTS
POLICY 4.12 –
COLLABORATIVE
PROGRAM
DEVELOPMENT**

RECOMMENDATION: That the KCTCS Board of Regents approve the revised *KCTCS Board of Regents Policy 4.12 on Collaborative Program Development*.

The proposed revisions would 1) show current Council on Postsecondary Education definitions of types of collaborations, 2) update the associate in applied science (AAS) program description reflecting KCTCS integrated curricula, and 3) eliminate the associate in applied technology (AAT) degree as a result of the conversion of AAT programs to AAS programs. The proposed revisions also respond to a Council on Occupational Education (COE) recommendation that only the general education transfer option be used and to a Commission on Colleges of the Southern Association of Colleges and Schools (SACS) request that a KCTCS college provide evidence that the AAT degree programs include liberal arts courses that are broad based and at the collegiate level.

The proposed revisions were presented as an information item at the August 15, 2003, Board of Regents meeting.

MOTION: On behalf of the Academic Affairs and Curriculum Committee, Dr. Wise moved that the recommendation be approved.

VOTE: The motion was approved unanimously.

**UPDATE:
TRANSFER**

The Council of Chief Academic Officers met July 14, 2003, and developed recommendations that have been submitted to the Council on Postsecondary Education. The public universities have indicated that they will accept KCTCS general education courses provided that KCTCS certify block transfers. KCTCS is working with CPE to obtain credit for transfers of out-of-state students.

**UPDATE: DUAL
CREDIT**

An update was provided at the committee meeting on dual credit and early/middle college initiatives at Owensboro Community and Technical College (*Discover College*) and Southeast Community College (*Explore College*), as well as new dual credit initiatives with the Kentucky Department of Education. Since 1998, enrollment in dual credit and dual enrollment programs has increased from approximately 1,600 to more than 11,600.

**UPDATE:
ACCREDITATION
VISITS**

Ashland Community and Technical College hosted a SACS consolidation visit August 25-27, 2003. West Kentucky Community and Technical College hosted a SACS consolidation visit September 3-5, 2003. Maysville Community College and Rowan Technical College have tentatively scheduled a SACS consolidation visit for March 28-30, 2004. Elizabethtown Community College and Elizabethtown Technical College will host a SACS consolidation visit in spring 2004. Bowling Green Technical College and Central Kentucky College are anticipating Council on Occupational Education (COE) reaffirmation visits in spring 2004.

**FINANCE,
TECHNOLOGY,
AND HUMAN
RESOURCES
COMMITTEE
REPORT**

Finance, Technology, and Human Resources Committee Chair Beasley presented the committee's report to the Board of Regents.

**ACTION:
2002-03 ANNUAL
AUDIT REPORT**

RECOMMENDATION: That the KCTCS Board of Regents receive the financial audit results for the 2002-03 fiscal year.

Mr. Beasley reported that a detailed presentation of the 2002-03 audit was made at the committee meeting by President McCall; KCTCS Vice President Ken Walker; and Mr. Jim Carpenter, Audit Partner for Deloitte and Touche LLP.

The independent opinion issued by the independent audit firm, Deloitte and Touche LLP, was an unqualified opinion, meaning that the KCTCS financial statements present fairly, in all material respects, the KCTCS financial position on June 30, 2003. The audit also included a review of the KCTCS internal control over financial reporting. That audit revealed no weaknesses in the KCTCS internal controls considered to be material. The audit was "clean and unqualified." Deloitte and Touche LLP, also audited the KCTCS major federal programs in compliance with the requirements of the U.S. Office of Management and Budget Circular A-133. Both audit reports were mailed to all Board members in advance of this meeting.

MOTION: On behalf of the Finance, Technology, and Human Resources Committee, Mr. Beasley moved that KCTCS Board of Regents receive the financial audit results for the 2002-03 fiscal year.

VOTE: The motion was approved unanimously.

**ACTION:
RESOLUTIONS
AUTHORIZING
THE CALL OF
CERTAIN BOND
ISSUES**

RECOMMENDATIONS: That the Board of Regents approve:

- The *Resolution Pertaining to Direction, Acknowledgement, and Consent Authorizing Call of Remaining Educational Buildings Revenue Bonds Series A, C, F, and H (Second Series)*, as revised by the Finance, Technology, and Human Resources Committee, that directs the University of Kentucky to call certain educational building revenue bonds prior to maturity and that the Board of Regents acknowledge and consent that such bonds shall be redeemed and refinanced by the State Property and Buildings Commission (Attachment F).
- The *Resolution Pertaining to Direction, Acknowledgement, and Consent Authorizing Call of Educational Buildings Revenue Bonds Series B*, as revised by the Finance, Technology, and Human Resources Committee, that directs the University of Kentucky to call Educational Building Revenue Bonds Series B prior to maturity and that the Board of Regents acknowledge and consent that such bonds shall be redeemed and refinanced by the State Property and Buildings Commission, contingent upon certification by the Finance and Administration Cabinet of the Commonwealth of Kentucky that said bonds can be refinanced (Attachment G).

Mr. Beasley called attention to revised resolutions distributed at the meeting. The State Property and Buildings Commission and the Finance and Administration Cabinet of the Commonwealth of Kentucky requested the resolutions. The two agencies determined that the Commonwealth of Kentucky would reduce its annual debt service costs by refinancing certain bonds initially issued by the University of Kentucky for buildings now under the jurisdiction of KCTCS. The State Property and Buildings Commission will issue the refinanced bonds. All state funded bonds have been issued by the State Property and Buildings Commission since 1998.

MOTION: On behalf of the Finance, Technology, and Human Resources Committee, Mr. Beasley moved that the Board of Regents approve

- The *Resolution Pertaining to Direction, Acknowledgement, and Consent Authorizing Call of Remaining Educational Buildings Revenue Bonds Series A, C, F, and H (Second Series)*, as revised by the Finance, Technology, and Human Resources Committee, that directs the University of Kentucky to call certain educational building revenue bonds prior to maturity and that the Board of Regents acknowledge and consent that such bonds shall be redeemed and refinanced by the State Property and Buildings Commission (Attachment F).
- The *Resolution Pertaining to Direction, Acknowledgement, and Consent Authorizing Call of Educational Buildings Revenue Bonds Series B*, as revised by the Finance, Technology, and Human Resources Committee, that directs the University of Kentucky to call Educational Building Revenue Bonds Series B prior to maturity and that the Board of Regents acknowledge and consent that such bonds shall be redeemed and refinanced by the State Property and Buildings Commission, contingent upon certification by the Finance and Administration Cabinet of the Commonwealth of Kentucky that said bonds can be refinanced (Attachment G).

VOTE: The motion was approved unanimously.

**UPDATE: KCTCS
QUARTERLY
FINANCIAL
REPORT**

The financial statements are unaudited statements depicting activity through the first quarter of fiscal year 2003-04. The Statement of Revenues and Expenditures reflects total revenues, current fund expenditures, and budget reserve through the first quarter of the fiscal year.

**UPDATE:
CAPITAL
CONSTRUCTION
STATUS
REPORT, 1998-
2002**

During the 1998 and 2000 sessions of the General Assembly, 32 capital projects were authorized for KCTCS. All of the projects are proceeding to completion within scope and budget. Since 1998, KCTCS has managed 32 capital projects: 21 of the projects are complete; seven are under construction; and four are in the design/development phase, three of which are only authorized for design.

**UPDATE: KCTCS
FOUNDATION,
INC.**

The KCTCS Foundation Board, Inc. held its annual meeting August 26, 2003, in Lexington. At the meeting, the board adopted an annual budget and elected new members and officers. New members include the following:

- Martha C. Johnson, Vice President, Divisional Communications, Ashland Inc., Lexington.
- Phyllis Liebman, Director of Marketing, Kentucky School Boards Association, Frankfort;
- Tommie Burns, President/CEO, Burns Enterprises, Louisville.
- Mike Harris, President/CEO, Logan Aluminum, Russellville.

Dr. Greg Adkins, President/CEO of Ashland Community and Technical College, was appointed by President McCall to serve a one-year term on the KCTCS Foundation, Inc. Board.

It was reported that the 2003 Gala had record high attendance. There were 26 corporate sponsors and 39 benefactor awardees. The 2004 Gala will be October 30, 2004.

KCTCS kicked off the multimillion-dollar private fund raising campaign, *Fulfilling the Promise*, on October 20, 2003, at the System Office in Lexington. Currently, 11 colleges are involved in the campaign. Four colleges will begin the campaign process at their colleges in spring 2004. One college is conducting an internal campaign currently. A statewide chair for the campaign will be named shortly.

The KCTCS Foundation, Inc. Board will meet at 2 p.m. (ET), December 10, 2003, at the KCTCS System Office. At that meeting, KCTCS Foundation, Inc. will receive its annual audit for 2002-03 and consider a resolution regarding joining the Common Fund.

**NEXT REGULAR
MEETING**

Chair Read announced that the next regular Board of Regents meeting would be February 20, 2004, at Jefferson Community College, Shelby County Campus, Shelbyville, Kentucky.

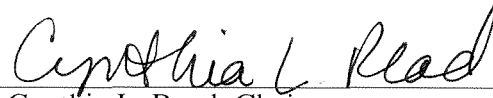
ADJOURNMENT

MOTION: Mr. B. Robinson moved that the Board of Regents adjourn. Mr. Callan seconded the motion.

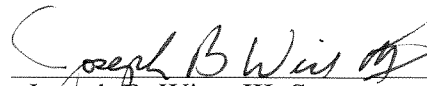
VOTE: The motion passed unanimously, and the meeting adjourned at 4:30 p.m. (ET).

2/20/04

Date Approved by the
KCTCS Board of
Regents



Cynthia L. Read, Chair
KCTCS Board of Regents



Joseph B. Wise, III, Secretary
KCTCS Board of Regents



Michael B. McCall, Ed.D.
KCTCS President

**KCTCS Board of Regents
Meeting Guests – December 5, 2003**

**President's
Cabinet**

Dr. Michael B. McCall, President
Dr. Keith W. Bird
Mr. Timothy R. Burcham
Dr. Candace S. Gosnell
Hon. Beverly H. Haverstock
Ms. Beth R. Hilliard
Dr. Jon S. Hesseldenz
Mr. J. Kenneth Walker

**System
Office Staff**

Mr. David Adkins
Mr. Bryan Armstrong
Ms. Billie Hardin
Dr. Joan Lucas
Mr. Lewis Prewitt
Ms. Mindy Sahli
Ms. Terri Scales
Ms. Debbie Scott
Mr. John White

Colleges

Bowling Green Technical College

Ms. Iris Dotson
Ms. Irene Meisel
Dr. Jack Thomas

Central Kentucky Technical College

Mr. Ron Baugh
Mr. Clovis Perry
Ms. Karman Wheeler

Elizabethtown Community and Technical
College District

Dr. Dale Buckles
Ms. Sue French
Ms. Beth Jefferson
Mr. Keith Johnson
Ms. Mary Jo King
Ms. Penny Logsdon
Mr. Don McAnelly
Ms. Diane Owsley
Dr. Thelma J. White

Gateway Community and Technical
College

Dr. G. Edward Hughes
Ms. Terry Mayo
Ms. Carole Reed-Mahoney

Hazard Community and Technical
College

Dr. Jay Box
Ms. Jan Combs
Mr. Neil Brasher
Dr. Kathy Smoot

Hopkinsville Community College

Dr. Robert Milam
Dr. Bonnie L. Rogers

Madisonville Community College

Ms. Deborah Cox
Ms. Marlin Duncan
Ms. Savannah Garrity
Dr. Judith Rhoads

Owensboro Community and Technical
College

Dr. Greg Labyak

Other Guests

Mr. Richard Games, Elizabethtown
Technical College Advisory Board
Member and Elizabethtown Industrial
Foundation Member
Al Rider, President North Central
Education Foundation
Ms. Brenda Roberts, KEA
Mr. William Sorrell, Chair Elizabethtown
Community College Board of
Directors



R E S O L U T I O N

Approving the Pursuit of Single Accreditation (SACS) and the Consolidation of Elizabethtown Community College and Elizabethtown Technical College

WHEREAS, the *Kentucky Postsecondary Education Improvement Act of 1997* as amended (*Act*) declares that one of the goals to be achieved by the year 2020 is “a comprehensive community and technical college system with a mission that assures, in conjunction with other postsecondary institutions, access throughout the Commonwealth to . . . general studies designed for transfer to a baccalaureate program, the training necessary to develop a workforce with the skills to meet the needs of new and existing industries, and remedial and continuing education to improve the employability of citizens;” and

WHEREAS, the *Act* creates the Kentucky Community and Technical College System (KCTCS) and vests the governance of KCTCS in its Board of Regents (KRS 164.350), including the authority to determine the number of divisions, departments, bureaus, offices, and agencies needed to conduct the affairs of the System; and

WHEREAS, the *KCTCS Strategic Plan* focuses on unity, collaboration, responsiveness, instructional programs of excellence, quality teaching, student success, economic and workforce development, community development, and effective and efficient use of resources; and

WHEREAS, the KCTCS Board of Regents adopted on April 30, 1999, a resolution encouraging colleges to bring forward for approval community-driven proposals to consolidate functions, services, and programs to better serve students and citizens of the Commonwealth; and

WHEREAS, the KCTCS Board of Regents adopted on December 1, 2000, a resolution authorizing the KCTCS President to implement immediately a 16-college district structure, which emerged as a result of community-driven consolidation efforts, for effective and efficient operations; and

WHEREAS, the KCTCS Board of Regents adopted on June 29, 2001, a resolution supporting the goal of creating a comprehensive community and technical college system by 2020 and, therefore, endorsing the pursuit of single accreditation (SACS) for KCTCS colleges; and

WHEREAS, the KCTCS Board of Regents endorsed the pursuit of single accreditation (SACS) and the consolidation of Elizabethtown Community College and Elizabethtown Technical College on June 28, 2002; and

WHEREAS, the KCTCS Board of Regents and the colleges held a Public Information Forum concerning the pursuit of single accreditation and consolidation of Elizabethtown Community College and Elizabethtown Technical College on March 24, 2003; and

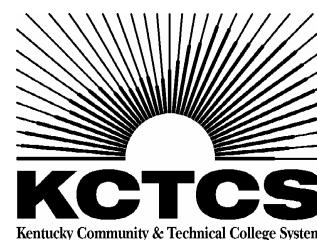
WHEREAS, the approval of single accreditation and the consolidation by the KCTCS Board of Regents and by the Commission on Colleges of the Southern Association of Colleges and Schools (SACS) establishes a truly comprehensive community and technical college;

NOW, THEREFORE, BE IT RESOLVED that the KCTCS Board of Regents hereby supports and approves the pursuit of single accreditation (SACS) and the consolidation of Elizabethtown Community College and Elizabethtown Technical College contingent upon approval of the Commission on Colleges in June 2004.

ADOPTED, this fifth day of December 2003.

Cynthia L. Read, Chair
KCTCS Board of Regents

Michael B. McCall, Ed.D.
KCTCS President



President's Report

**Board of Regents Meeting
December 5, 2003**

**Central Kentucky Technical College
Lexington, Kentucky**

The following information provides updates on the efforts to accomplish the KCTCS GOALS as outlined in the Strategic Plan 2000-2005, July 2003 Edition.

STUDENT ACCESS, SUCCESS, and SERVICES

KCTCS colleges will increase student access and promote student success through responsive, innovative student support programs and services.

Enrollment Management (SAIL) – Learning Resources

The official fall 2003 headcount enrollment has reached 72,023 (6 percent increase over fall 2002), surpassing the goal of 68,448. Full-time enrollment for fall 2003 increased by 5 percent over fall 2002.

The number of secondary students enrolled at KCTCS continues to grow. For fall 2003, 11,793 secondary students enrolled in dual credit and dual enrollment courses, a 31 percent increase over fall 2002.

KCTCS online programs continue to attract students with a preliminary fall 2003 count of 8,490 enrollments in systemwide and local online courses and 7,812 enrollments in web-enhanced courses. These totals represent a 64 percent increase, or 3,321 more enrollments, in online courses than fall 2002.

Articulation/Dual Credit (SAIL) - Learning Resources

A dual credit agreement between KCTCS, the Kentucky Department of Education, Morehead State University, Murray State University, Eastern Kentucky University, and Kentucky State University was signed on July 30, 2003, resulting in students enrolling for the KCTCS course ED 201 (Introduction to American Education) while still in high school with KCTCS credit that is fully transferable to partner universities.



2+2 Teacher Prep (SAIL) - Learning Resources & Financial Resources

A statewide 2+2 teacher preparation transfer agreement was signed on October 23, 2003, by eight public universities, five independent colleges, and KCTCS as well as representatives from the Council on Postsecondary Education, the Education Professional Standards Board, the Kentucky Department of Education, and the Association of Independent Kentucky Colleges and Universities.

Transfer (SAIL) – Learning Resources

The following transfer agreements have been completed assuring that the universities will grant credit toward the baccalaureate degree for the credits earned in the following KCTCS degree programs:

- All AA, AS, and AAS degrees will transfer to a Bachelor of Leadership at Northern Kentucky University.
- All AAS in Nursing will transfer to a BS in Nursing at Morehead State University.
- The AA (Communications Framework) will transfer to a BA in Communications at University of Louisville.
- The AAS in Criminal Justice programs will transfer to a BS in Administration of Justice at University of Louisville.
- All AAS in General Occupational Studies will transfer to a BS in Occupational Training and Development at University of Louisville.
- All AA and AS degrees will transfer to a BA in Public Administration at Kentucky State University.
- All AA and AS degrees will transfer to a BA or a BS in Public Administration at Murray State University.

Measuring UP Project (SAIL) – Learning Resources

Seven KCTCS colleges participated with several other states in the National Forum on College-Level Learning's Measuring UP 2004 project. Participating students were given two WorkKeys tests and the Community College Survey of Student Engagement. The results will be used by the National Forum to complete its work on creating a national report card on higher education.

Medicaid Nurse Aide Pilot (SAIL) - Learning Resources

The online Medicaid Nurse Aide (MNA) Certification course has expanded to include Hazard, Jefferson, and Central Kentucky as delivering colleges. The online course offering is a partnership among secondary and postsecondary institutions offering courses and programs in the health career field, the Kentucky Virtual High School, the Kentucky Virtual University, and other consulting state agencies.

Go Higher, Education Pays Web Portal (SAIL) - Learning Resources

Progress continues on developing the Go Higher Web Portal System. Representatives from KCTCS, the Council on Postsecondary Education, the Kentucky Virtual University, the Kentucky Department of Education, the Department of Adult Education and Literacy, and the Kentucky Higher Education Assistance Authority are involved in the project to be activated in spring 2004. The Go Higher Web Portal will be an Internet-based, integrated student services system designed to aid prospective students in the college search, selection, and application processes in the state of Kentucky.

Transfer Assistance for Success in Kentucky (SAIL) - Learning Resources

KCTCS and representatives from the Council on Postsecondary Education have drafted a *Transfer Assistance for Success in Kentucky Handbook* that will help students find information to assist seamless transfer from KCTCS colleges to Kentucky universities. The handbook will be available online in spring 2004.

Human Services Career Pathways (SAIL) - Learning Resources

KCTCS is working in partnership with the Kentucky Cabinet for Families and Children (CFC) and its University Training Consortium to pilot and market certificates for Resource Parents and Youth Services Workers. These certificates are embedded in the existing Human Services associate degree, with opportunities for ultimate articulation to bachelor degree programs at the consortium member universities. The first two certificates have been developed and are being offered on a pilot basis in fall 2003. To date seven districts have requested permission to offer the new certificates: Jefferson, Madisonville, Maysville, Owensboro, Elizabethtown, Big Sandy, and Hazard.

Adult Education Dual Enrollment-PLATO (SAIL) - Learning Resources

The KCTCS/Kentucky Adult Education (KYAE) PLATO initiative continues to expand. PLATO is an internet-based software for the targeted delivery of basic skills instruction. In the fall 2003 semester, approximately 60 KCTCS developmental education faculty members were trained; 75 developmental course sections with 976 student enrollments were supported.

Ready-to-Work (SAIL) - Learning Resources & Financial Resources

As of October 16, 2003, KCTCS is serving 1,328 students through Ready-to-Work (RTW), with 508 students participating in RTW work-study. This is an increase of 232 students (17 percent) served over this time last year and an increase of 56 (11 percent) in work-study.

Effective July 1, 2003, KCTCS, the Department for Adult Education and Literacy (DAEL), and the Cabinet for Families and Children (CFC) have agreed to pilot an expansion of the CFC-funded Ready-to-Work (RTW) model to include the recruitment, retention, and transition of adult education students into KCTCS colleges, including RTW funded work-study opportunities (Work and Learn). The pilot sites are Owensboro, Madisonville, Maysville, Paintsville/Mayo, and Pikeville. The three partner agencies developed language to incorporate this pilot expansion into the fiscal year 2003-04 Ready-to-Work Contract. As of November 21, 2003, 30 of the 50 pilot slots have been filled.

The Ready-to-Work contract with the Kentucky Cabinet for Families and Children to serve Kentucky Transitional Assistance Program (KTAP) and Transitional Assistance for Needy Families (TANF) eligible adults has been expanded by \$1,871,000 to continue services in the work-study and Work and Learn components of this initiative. This brings the contract total to \$4,371,000.

KCTCS Adult Education Providers (SAIL) – Learning Resources

The number of counties for which KCTCS is the contracted provider for adult basic education services has increased from 14 to 15, effective September 1, 2003. The newest contract is Elizabethtown Community College, which will serve Meade County.

Ford Foundation Community College Bridges to Opportunity (SAIL) – Learning Resources & Financial Resources

KCTCS has received continued support from the Ford Foundation for an additional \$220,000 *Bridges to Opportunity Implementation Grant* to improve access for low income adults through integration of the System's academic, workforce development, and remedial missions. With Ford's support, KCTCS co-hosted a career pathways leadership-training event in collaboration with Ohio's Knowledge Works Foundation on October 2-3, 2003. This event provided the information and training necessary for Kentucky and Ohio community and technical colleges to provide the academic/educational leadership necessary for working with communities and career sectors to develop career pathways training.

KCTCS is also working with the Council for Adult and Experiential Learning (CAEL) to assess the colleges' readiness to support economic and human resource development goals of their communities. KCTCS will work closely with the Kentucky Workforce Investment Board (KWIB) to integrate the development of career pathways with the KWIB strategic planning process. A request for proposals (RFP) has gone to KCTCS institutions with a proposal submission deadline of January 30, 2004. Kentucky was selected by the Ford Foundation as one of four states prepared to implement the next phase of the *Bridges* initiative.

PROGRAM QUALITY and EFFECTIVENESS

In response to community needs, KCTCS colleges will expand and develop innovative, high quality programs incorporating the best practices of teaching and learning.

KCTCS - Kentucky State University Online Associate to Bachelor Degree Program (SAIL) - Learning Resources

Students interested in a career in public administration can now earn their undergraduate degrees completely online through a new program offered by KCTCS in partnership with Kentucky State University. Students will apply to KCTCS for the associate degree program and to KSU to complete the online bachelor's degree.

West Virginia/Kentucky Online Partnership Agreement (SAIL) - Learning Resources

KCTCS Business Administration curriculum faculty and the West Virginia community college curriculum faculty have developed an Industrial Supervisory Management certificate to be offered jointly through the Kentucky Virtual University beginning fall 2004.

KCTCS Visualization and Immersive Education Services (SAIL) - Learning Resources

KCTCS in partnership with the College Collaborative Network has developed the framework to deliver a variety of real time assessment technologies, stereoscopic (holographic) immersive education capabilities, and simulation technologies. KCTCS is currently beta testing the

software and doing limited demonstrations to potential partners and clients for development of customized solutions for workforce training. KCTCS is a national leader with this initiative and is taking a lead role in the development and application of content solution revolving around these technologies (see *College Collaborative Network* publication in President's Report folder).

PROFESSIONAL and ORGANIZATIONAL DEVELOPMENT

KCTCS colleges will invest in the development of faculty and staff and will support dynamic, unified, healthy, and rewarding campus environments.

Compensation and Classification Plan–Update (SAIL) – Human Resources

After the Board of Regents adopted the 2003-04 Salary Schedule for faculty and staff at the specially called September 16, 2003, meeting, employees with below minimum salary rates received salary adjustments effective September 16, 2003. Pay band assignments were finalized on December 1, 2003, after an analysis of the feedback from faculty, staff, and the President's Leadership Team was completed. Maintenance of the classification and compensation plan will continue as KCTCS and individual position responsibilities evolve.

2003 New Horizon's President's Leadership Seminar (SAIL) – Human Resources

The 2003 President's Leadership Seminar class, comprised of 29 faculty and staff from across the System, was conducted October 14-16, 2003, in Lexington. The President's Leadership Seminar is a professional development experience designed for participants to explore (in a collegial environment) broad-ranging issues, such as leadership traits, national issues and trends, professionalism, media relations, and customer service. It promotes and strengthens leadership in and among faculty and staff to advance the *KCTCS Strategic Plan*.

New Horizons Master Teacher Seminar (SAIL) – Human Resources

The KCTCS New Horizons Master Teacher Seminar was held at Jenny Wiley State Resort Park on October 15-17, 2003. All 16 districts were included in this activity with 34 faculty representatives, including corrections center faculty, participating. The seminar is presented by the KCTCS and hosted by Big Sandy Community and Technical College. An international initiative, this seminar is designed to meet the professional needs of faculty through the exchange of instructional ideas and innovation, discussion of methodology, building professional networks to link KCTCS colleges, and encouragement of creative approaches to problem-solving in a comprehensive community and technical college learning environment.

New Horizons Mentor Training (SAIL) – Human Resources

In order to implement mentoring programs systemwide and to support the Strategies for Teaching Excellence and Professionalism (STEP) initiative, 34 KCTCS faculty, including correctional facility faculty, were trained in the procedures for developing campus-specific programs. The new campus programs will contribute to improved teaching excellence by promoting support for all new KCTCS faculty. The training sessions, led by Dr. Jan Muto and Dr. Deborah Cox of Madisonville Community College, were held during fall 2003.

Kentucky Quality Award Application (SAIL) – Human Resources

The KCTCS System Office applied for the Kentucky Quality Award. The award is based on the National Baldrige Award System. System Office staff attended the Baldrige training session in Cincinnati in September 2003 to prepare for the application process.

Diversity Workgroup (SAIL) – Human Resources

A Diversity Workgroup has been established to focus attention on diversity needs for the System. The group is developing a comprehensive diversity statement for KCTCS and will be preparing recommendations to enhance diversity for the System. Ongoing training continues to be provided in the areas of sexual harassment, diversity, illegal discrimination, and disabilities.

Performance Appraisal Workgroup (SAIL) – Human Resources

A workgroup has been established to evaluate the current performance appraisal process. The group is comprised of representatives from each district and the System Office. The group will be reviewing our current practices and providing recommendations concerning the performance appraisal process.

Benefits Enhancement (SAIL) – Human Resources

A workgroup has been established to assess the current benefits programs available to faculty and staff. This group will be working to identify the most effective ways to provide an attractive, competitive, and cost-effective benefit programs.

Retirement Seminars (SAIL) – Human Resources

Retirement planning meetings were held for faculty and staff to provide opportunities for employees to understand and consider the many issues related to their retirement program. TIAA-CREF sponsored a luncheon and a seminar on retirement issues. Aetna is sponsoring a Financial Focus for Women seminar to address financial planning issues.

COMMUNITY/ECONOMIC DEVELOPMENT and PARTNERSHIPS

KCTCS colleges will strengthen the economic development of our communities and state by expanding educational opportunities, improving outreach services, and creating new partnerships.

KY WINS (SAIL) – Learning Resources

To date, KY WINS has completed 40 projects, resulting in the creation of 1,661 new jobs and serving 4,258 individuals through training and assessment. Currently, 53 projects remain active and are estimated to serve over 16,900 participants and create 1,900 new jobs.

Online Business & Industry Programs (SAIL) - Learning Resources

KCTCS and the Kentucky Virtual University are developing processes and procedures to offer and expand online continuing education units and online workforce training in business, office, and supervision offerings for business and industry.

Workforce Alliance (SAIL) - Learning Resources & Financial Resources

To date, 60 KCTCS projects have been approved for Workforce Alliance (WA) funding, representing a financial commitment of \$793,520. The Kentucky Adult Education Council on Postsecondary Education has agreed to process a contract extension to carry forward the uncommitted or unspent portion of the \$900,000 WA commitment through June 30, 2004.

Customer Service Hospitality Course (SAIL) - Learning Resources

In partnership with the Kentucky Department of Travel, KCTCS has developed a customized hospitality course "Introduction to Customer Service Hospitality" for Kentucky to be offered to frontline workers in the tourism industry. The course is also designed to offer entry-level workers access to college credit. Nine people attended the first pilot at Henderson Community College on September 13, 2003.

Kentucky Employability Certificate (KEC) Pilot (SAIL) - Learning Resources

The Council on Postsecondary Education/Kentucky Adult Education (KYAE) has funded nine adult education-based KEC pilots in Clay, Christian, Harlan, Johnson, Hopkins, Daviess, Pulaski, McCracken, and Warren counties. The goal is to develop replicable models for engaging adult learners in using the WorkKeys system to earn a KEC and/or Kentucky Manufacturing Skills Standards Certificate, as well as building demand among employers. The project's ultimate goal includes increasing the transition of adult learners into employment and postsecondary education.

Fire Commission (SAIL) - Learning Resources

The Fire Commission has recently received accreditation from the International Fire Service Accreditation Congress for the following programs: Hazardous Materials Awareness and Operations, Fire Service Instructor I, Driver/Operator Pumping Apparatus, and Driver/Operator Mobile Water Supply.

The Fire Commission also received a National Fire Protection Association (NFPA) grant for Risk Watch. The Risk Watch program, which is geared to school age children (grades preschool through 8) to give them knowledge of risks, such as fire, earthquake, floods, and tornadoes, has been presented in over 550 classrooms in Kentucky. The Fire Commission also received a grant for the Community Emergency Response Team, which is a "Train the Trainer" program used to prepare the civilian community in the event of a terrorism attack.

A new National Fire Protection Association class for conducting live burns has been unveiled, as well as a new mobile ventilation trailer.

National Workforce Presentations (SAIL) - Learning Resources

KCTCS was highlighted at the closing session of the 2003 Council for Adult and Experiential Learning (CAEL) International Conference on November 15, 2003, in San Diego with a presentation "*Linking Economic and Workforce Development, Higher Education, and Public*

Policy: The Kentucky Story.” The presentation focused on how KCTCS has developed linkages between economic development, workforce development, and higher education to improve adult and low-income learner access and retention. KCTCS staff also conducted a workshop on its implementation of the Ford Foundation’s “Bridges to Opportunity” grant and the development of the Career Pathways initiative in concert with the Kentucky Workforce Investment Board’s strategic planning process.

KCTCS was featured in *Opportunity in Tough Times: Promoting Advancement for Low-Wage Workers in a Difficult Economic Environment* as one of 12 states that have established track records in providing opportunities for low-wage workers. The study was funded by a Ford Foundation grant, Jobs for the Future. On November 21, 2003, KCTCS led one of three invitation only conference calls as a follow-up to this study, focusing on KCTCS and postsecondary education’s role in using and adapting strategies for helping low-level workers enter and advance in the labor market.

On September 4, 2003, KCTCS made a presentation to legislative and business leaders and presidents of the New Mexico Association of Community Colleges on “Bridges to Opportunity for New Mexico” which described the role of KCTCS in Workforce and Economic Development and the implementation plans for Kentucky’s Ford Foundation grant.

RESOURCE DEVELOPMENT

KCTCS will seek additional fiscal, physical, and information technology resources and will use all resources effectively and efficiently to serve students.

Office of the New Economy Innovation Center-Ashland (SAIL) – Financial Resources & Learning Resources

President McCall and Dr. Greg Adkins, President/CEO of Ashland Community and Technical College, were joined by Dr. Bill Brundage, Commissioner of Kentucky’s Office of the New Economy, and other college and community representatives on October 24, 2003, to announce the location of the first of 16 Innovation Centers in Ashland. The focus of the Innovation Centers, which will be strategically located throughout the state, will be to nurture and develop jobs in the new economy by providing an array of services, including entrepreneurship training, mentoring, networking, and accessing capital. The Innovation Center is a partnership between the college, KCTCS, Eastern Kentucky University, the Kentucky Science and Technology Corporation, and the Kentucky Office for the New Economy.

The Partners for Kentucky’s Future–Press Conference (SAIL) – Financial Resources

President McCall and Chair Read joined the Partners for a media event on October 1, 2003, in Frankfort where a white paper entitled *Promise, Progress and Pride: Investing in Kentucky Education* was released. The purpose of the event was to highlight the need to continue to adequately fund education initiatives in Kentucky to sustain the momentum of progress for elementary, secondary, and postsecondary education programs in Kentucky. Mr. Keith Barnes, Director of Human Resources, Quebecor World, Versailles, and chair of the Central Kentucky Technical College’s Board of Directors, spoke on behalf of KCTCS.

Major Gifts Campaign Update (SAIL) – Financial Resources

The KCTCS Office of Institutional Advancement continues to implement its Plan of Campaign for system-level, statewide initiatives. The System Office internal campaign concluded in May. President McCall has conducted 42 one-on-one executive awareness sessions with state leaders. Selection and enlistment meetings have been scheduled in Lexington and Louisville in early December to get advice on enlisting a campaign chair for the statewide System Office Campaign and to determine lead gift potential. Leadership awareness sessions will follow this process. These sessions are designed to increase awareness, cultivate friendships, determine the needs of the prospects, and obtain advice that will assist KCTCS in launching the external phase of the major gifts campaign.

Bowling Green, Hopkinsville, and Owensboro have completed their employee campaign divisions this spring. Bowling Green and Madisonville board divisions have concluded with 100 percent participation. Madisonville is concluding their employee division campaign. Internal campaigns (employee and board divisions) are currently being implemented at Central, Henderson, and Maysville. CEOs of Ashland, Big Sandy, Jefferson, Maysville, Somerset, and Southeast are planning and conducting executive awareness sessions as appropriate. Leadership awareness sessions are continuing in Bowling Green, Hopkinsville, Madisonville, and Owensboro. These colleges are moving forward with their external campaigns.

Meridian Communications has produced printed campaign materials and videos for the System Office, Bowling Green, Hopkinsville, Madisonville, and Owensboro. Henderson and Southeast videos should be completed in early December.

West Kentucky Community and Technical College starts its Feasibility Study on December 8, 2003. Elizabethtown, Gateway, and Hazard Feasibility studies are scheduled for spring 2004. All colleges should be in campaign fall 2004.

Information Technology Update - (SAIL) – Information Resources

The PeopleSoft 8.0 software has been enhanced to provide the following student self-service features: online access to schedules, billing and payment history, grades, open classes, course descriptions, and anticipated financial aid. Plans are underway to add self-service registration in late spring 2004 for the advance registration for the 2004 summer and fall terms. The web-based Financials modules of the PeopleSoft Enterprise software, Version 8.8, are scheduled for a December 2003 release; and conversion will commence shortly thereafter.

The Kentucky Postsecondary Education Network (KPEN) contract will be awarded in December 2003. The procurement process is nearly complete. As in other complex procurements, a negotiated bid process was used to select the vendor. The network implementation will be completed March 2004.

In communications technology, Voice Over Internet Protocol (VOIP) telephone systems have been implemented at over half of the KCTCS colleges. Added this fall were West Kentucky Community and Technical College, Hazard Community and Technical College, Bowling Green district, Ashland Community and Technical College, and the KCTCS System Office. Implementation is underway at the Maysville district, Bluegrass district, Jefferson district, Southeast Community College, Big Sandy Community and Technical College, and Henderson

Community College. These will be in operation during the 2003-04 fiscal year. It is possible that all other colleges and districts can be added during this fiscal year; but if not, all will be finished in 2004-05 fiscal year.

All KCTCS faculty and staff email accounts were combined with the student accounts in the same entity in November 2003. They had been in separate partitions although administered by the same organization. A single directory of the entire KCTCS community allows class lists, affiliation groups, and other communication aids to contain both student and faculty-staff addresses and to be developed easily and amended automatically by interaction with PeopleSoft applications.

Project Versailles (SAIL) – Financial Resources

Much progress has been made toward moving the System Office to the Versailles location. Some recent and upcoming developments that are advancing the project toward expected occupancy by September 2004 are as follows:

- The Versailles Design Committee completed the initial bidding for the renovation general contractor on October 16, 2003. Initial bidding came in over the scope and was re-bid November 21, 2003. The contract was awarded to James R. Leake and Son, Inc., Richmond, Kentucky, for \$5,150,000 plus two bid alternates for \$145,086.
- Approval of a general contractor bid was granted by the TI-KCTCS Public Properties Corporation, which will award the contract. Renovations are tentatively scheduled to begin on December 1, 2003.
- In January 2004, System Office staff will have the opportunity to preview their new workstations. Sample workstations will be displayed in the lobby of the Administration Building.

CPE's Inter-Alumni Council

The Council on Postsecondary Education (CPE) has formed a new statewide advocacy group as the Inter-Alumni Council. This group will be comprised of three alumni from each of the nine institutions of postsecondary education and the chief alumni officer from each institution.

The Inter-Alumni Council will advise CPE on how best to: (1) involve alumni in promoting the cause of higher education to state officials, the legislature, and the general public; (2) keep alumni and others informed concerning the needs of higher education; and (3) determine actions that are in the best welfare of the institutions. College presidents recommended alumni who are committed to the ideals of postsecondary education reform, support KCTCS, have experience in dealing with elected officials, and are successful examples of their respective institutions. Based on their recommendations, three alumni were enlisted to serve as the KCTCS representatives to this council: Mr. Bruce Leslie, Attorney with McBrayer, Leslie, McGinnis & Kirkland, Ashland; Mr. Mike Foster, Christian County Attorney, Hopkinsville; and Mr. Dick Wilson, Vice President, UBS Financial Services, Louisville. KCTCS Vice President Tim Burcham will serve as the alumni officer. The first meeting of the Inter-Alumni Council was held on November 19, 2003, at the CPE offices in Frankfort.

UNIFIED SYSTEM of COLLEGES and PUBLIC RECOGNITION

KCTCS will be a unified system of comprehensive community and technical colleges, recognized as a state and national leader in postsecondary education.

Accreditation Update (SAIL) – Learning Resources

The following colleges hosted visiting teams of the Commission on Colleges of the Southern Association of Colleges and Schools (SACS) for consolidation substantive change requests:

- Ashland Community and Technical College, August 25-27, 2003.
- West Kentucky Community and Technical College, September 3-5, 2003.

Gateway Community and Technical College submitted an application in August 2003 for the SACS candidacy process for membership.

Campus Visits

President McCall initiated another round of KCTCS campus visits, meeting with faculty, staff, the college president's leadership team, and local community leaders. The campuses visited thus far include:

- Muhlenberg County Campus, Madisonville Community College-September 29, 2003.
- Owensboro Campuses, Owensboro Community and Technical College-October 7-8, 2003.
- Bowling Green and Glasgow Campuses, Bowling Green Technical College-October 23, 2003.

Media Coverage of KCTCS Major Gifts Campaign

KCTCS kicked off the multimillion-dollar private fund raising campaign, called "*Fulfilling the Promise*," on October 20, 2003, at the System Office in Lexington. The announcement discussed the statewide initiatives and expected outcomes of the "*Fulfilling the Promise*" campaign and focused on initial gifts that the KCTCS Foundation has received from Toyota Motor Manufacturing and the Kentucky Colonels.

A coordinated dissemination of a news release was distributed to state and national news media. Here is a sample of the state and national coverage that the announcement received:

- A news release announcing the campaign ran in the *Community College Times*.
- The announcement was featured in articles in the *Lexington Herald-Leader* and *The Courier-Journal*.
- The coverage was picked up statewide by the Associated Press.
- The news release was printed in at least 19 publications during October, including the *Henderson Gleaner*, the *Ashland Daily Independent*, the *Paducah Sun*, and *The Cincinnati Enquirer*.
- An audio news release of the event was distributed to radio stations throughout Kentucky following the announcement of the campaign. The audio news release was estimated to run on 127 radio stations across the state, including WUKY-FM, Lexington; WMJM-FM, Louisville; WMKY-FM, Morehead; WKYQ-FM, Paducah; and WLLK-FM, Somerset.

Additional National Coverage of KCTCS

Since the August 2003 meeting of the KCTCS Board of Regents, KCTCS and the colleges have received substantial coverage from national higher-education publications:

- Gateway Community and Technical College's partnership with Citigroup was the focus of an article in the *Community College Times* entitled "Gateway Takes College Courses to the Bank."
- Big Sandy Community and Technical College graduate and faculty member John Maynard was focused in the *Wall Street Journal* article "Clues to the Cure for Unemployment Begin to Emerge: One-Stop Career Centers and Cash Incentives Yield Successful Job Searches."
- Grant news for Ashland Community and Technical College, West Kentucky Community and Technical College, and Maysville Community College was announced in the *Community College Week*.
- Grant news for Henderson Community College and West Kentucky Community and Technical College was announced in *The Chronicle of Higher Education*.
- Appointments of Joseph Eames at Jefferson Technical College and Robert Milam and Alissa Young at Hopkinsville Community College were announced in the *Community College Times*.
- The National Institute for Staff and Organizational Development (NISOD) honored 39 KCTCS faculty and staff with the 2003 NISOD Excellence Awards. Recipients were recognized by NISOD in a two-page advertisement in the *Community College Week*.

Recognition of Changing Lives Campaign

The *Changing Lives* marketing campaign, which promotes KCTCS colleges to prospective students and employers, continues to earn recognition on the state, regional, and national levels. The campaign recently won five awards from the Kentucky Association of Government Communicators. The awards honored the KCTCS annual report, the student recruitment CD, a student recruitment brochure, the *Exchange*, and an editorial page column by President McCall. Over the last two years, the campaign has won 25 awards from five organizations.

University of Texas at Austin-Community College Leadership Program

President McCall addressed this leadership program regarding the successful creation of KCTCS and the various partnerships with business and industry, school systems, health providers, etc., on October 29, 2003.

OTHER HIGHLIGHTS:

Governor-Elect Fletcher's Blue Ribbon Commission

President McCall has been named as an ex-officio member to Governor-Elect Fletcher's Blue Ribbon Commission. The Commission is charged with studying the efficiency and organization of state government and is expected to deliver recommendations to Governor-Elect Fletcher shortly after his inauguration on December 9, 2003.

Council on Postsecondary Education (CPE) Update

At the November 3, 2003, meeting, the CPE agenda included the following items of interest to KCTCS:

- **Action: 2004-06 Operating and Capital Budget Recommendation** - CPE approved the budget recommendation for the 2004-06 biennium. It totals \$1,094 million for 2004-05, an increase of \$65.8 million (6.4 percent), and \$1,198 million for 2005-06, an increase of \$112 (10.2 percent) million. The top funding priority is funding increases for the over 42,000 additional students enrolled since 1998. The approved request was submitted to the Governor's office.
- **Action: 2004-06 Funding Distribution Policy** – The CPE approved this policy as a companion to the Points of Consensus for the 2004-06 biennium. The principles adopted are to advise the legislature in establishing priorities for institutional base funding in cases where funding reductions are necessary or when increases are less than the CPE budget recommendation.
- **Action: Key Indicators of Progress: Revised Indicators and Goals** – CPE approved 19 key indicators and goals for 14 of the indicators. CPE directed staff to continue to work with the institutions, including KCTCS, to establish a 20th indicator and propose goals for the remaining indicators at the February 2004 meeting. (Attachment 1)
- **Annual Accountability Report** - Council staff reported that significant format changes have been made to the 2003 report in response to the Program Review and Investigations Committee Report issued July 2003.
- **Action: Kentucky/West Virginia Reciprocity Agreement** – CPE approved technical changes to the reciprocity agreement between Kentucky and West Virginia. KCTCS and Ashland Community and Technical College are included in the agreement.
- **Action: WKU AAS in Hospitality Management** – CPE approved WKU's request to offer the Associate of Applied Science in Hotel/Motel and Restaurant Management. An articulation agreement between KCTCS and WKU and the baccalaureate hospitality program at the University of Kentucky has been established to facilitate transfer of credits.

Legislative Subcommittee on Rural Issues

On September 10, 2003, President McCall provided testimony to this legislative subcommittee regarding the important role KCTCS plays in providing access to postsecondary education in rural Kentucky.

Legislative Subcommittee on Vocational Education

On December 1, 2003, President McCall provided testimony to the Interim Joint Education Committee's Subcommittee on Vocational Education regarding the KCTCS role in providing access for secondary career and technical education students in programs located in KCTCS facilities.

ACCT Conference and AACC Executive Committee and Board Meetings

As a member of the American Association of Community Colleges (AACC) Board and Executive Committee, President McCall attended the Association of Community College Trustees (ACCT) annual conference held September 17-19, 2003, followed by the AACC Executive Committee meeting on September 20, 2003, in Denver, Colorado. The theme of the conference was "Community College Trusteeship: Ensuring the Future of America's Workforce." The AACC full board meeting took place in Washington, D.C., November 6-7, 2003.

KCTCS Performance Indicators Update

At each KCTCS Board of Regents meeting, the performance indicators for which results have been collected, calculated, and finalized are formally presented. As of December 2003, six annual indicator results are complete. These are:

- Headcount enrollment growth was targeted at 3.2 percent increase. Fall 2003 enrollment growth exceeded the target with a total headcount enrollment of 72,023 or 6.2 percent increase.
- Full-time equivalency (FTE) growth was projected to increase by 3.5 percent. Actual fall 2003 FTE growth was 4.0 percent. This indicates that KCTCS students are taking more credit hours than previously.
- The affordability of KCTCS is considered good if the tuition is less than or equal to 4 percent of median family income and as compared to benchmark state systems. Results for fall 2003 indicate that our affordability index is 2.94 percent.
- Retention of students was targeted at 60 percent of a cohort of credential seeking students who return, graduate, transfer to another institution, or are certified to be Early Leavers With Marketable Skills (ELMS). This fall KCTCS achieved a 63.3 percent retention rate.
- The Funding indicator projected an increase of 2.04 percent of general fund dollars. This target was met.
- Per student funding had a target of \$7,673 per student. Per student funding did increase by 3.65 percent but narrowly missed the target at \$7,611 per student.

Overall results are very encouraging with four of the six measures being exceeded by large margins, one being met, and one missing by a small margin. KCTCS will continue to strive for exceeding all the aggressive targets that have been set. (Attachment 2)

President McCall's Leadership Focus for 2004

P.A.C.E. (**P**lanning, **A**ccountability, **C**ampaigns, **E**xternal) will be the framework for President McCall's annual leadership initiative in 2004. (Attachment 3)

Kentucky Council on Postsecondary Education
Key Indicators of Progress Toward Postsecondary Reform
Proposed Indicators

Question 1: Are more Kentuckians ready for postsecondary education?

- A Percentage of adults with at least a high school diploma or GED
- B Average ACT scores of high school graduates
- C Number of college-level courses per 1,000 HS juniors and seniors
- D *Measuring Up* affordability measures

Question 2: Are more students enrolling?

- A Number of undergraduates
- B Number of graduates/professionals
- C Percentage of 9th graders enrolling in college within 4 years in any state
- D College-going rates of GED completers within two years

Question 3: Are more students advancing through the system?

- A One-year retention rates of first time freshmen
- B Number of community and technical college transfers
- C Percentage of adults with a bachelor's degree or higher
- D Six-year graduation rates of bachelor's degree students

Question 4: Are we preparing Kentuckians for life and work?

- A Undergraduate experience - National Survey of Student Engagement
- B Civic engagement - Selected indicators from NSSE
- C Degrees conferred
- D Degrees conferred in priority areas

Question 5: Are Kentucky's communities and economy benefiting?*

- A Total research and public service expenditures - three-year average
- B Extramural research and development expenditures
- C Federal research and development expenditures

*Fourth indicator under Question 5 to be determined.

2002-2003 Performance Indicators

Note that all student data is based on the official datasets, i.e., reported to the CPE from the central PeopleSoft database, unless footnoted otherwise. Some statistics have changed from the prior presentation as the definition is refined to more closely approach the spirit of the indicator and the data selection techniques are improved.

Enrollment Growth

Headcount		Fall 2000	Fall 2001	<u>Fall 2002</u>	<u>Target Fall 2003</u>	<u>Fall 2003</u> ¹
	Total Students	52,201	63,120	67,812	69,982	72,023
					3.2%	6.2% Exceeded Target

FTE		<u>Fall 2000</u>	<u>Fall 2001</u>	<u>Fall 2002</u>	<u>Target Fall 2003</u>	<u>Fall 2003</u> ¹
	Full-time Equivalent Students	30,059	33,459	36,148	37,411	37,610
					3.5%	4.0% Exceeded Target

Former GED Student Enrollment		<u>2000-2001</u>	<u>2001-2002</u>	<u>2002-2003</u>
	GED-credentialed Student	9,781	5,954	5,282

Former adult basic education student			Not available ²
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Affordability		<u>2002-2003</u>	<u>Target 2003-2004</u>	<u>2003-2004</u>
		2.94%	4.00%	3.70% Exceeded Target

Early Leavers with Marketable Skills ³		<u>2001-2002</u>	<u>2002-2003</u>
		279	144

Diversity

		Fall 2000	Fall 2001	<u>Fall 2002</u>
Student headcount percentage by ethnic category	American Indian	0.5%	0.4%	0.3%
	Asian	0.9%	0.7%	0.6%
	Black	8.4%	7.7%	7.2%
	Hispanic	1.0%	0.9%	0.9%
	White	83.2%	84.1%	79.7%
	Unknown	5.9%	6.3%	11.3%

		Winter 2001	<u>Winter 2002</u>
Employee headcount percentage by ethnic category	American Indian	0.1%	0.1%
	Asian	0.6%	0.8%
	Black	6.1%	5.7%
	Hispanic	0.3%	0.2%
	White	92.8%	93.3%

Educational Effectiveness

Retention	Retention Rate	<u>Fall 2001</u>	<u>Fall 2002</u>	<u>Target Fall 2003</u>	<u>Fall 2003</u>
		55.13%	55.90%	60.00%	63.3%
				7.3%	13.2% Exceeded Target

		2000-2001	2001-2002	<u>2002-2003</u>	<u>Target 2003-2004</u>
Graduation	- Certificates	1,839	3,708	4,143	4,130
	- Diplomas	1,609	1,608	1,768	1,788
	- Associate Degrees	3,322	3,706	4,007	4,441
	Total Credentials Awarded	6,770	9,022	9,918	

Transfers		<u>Fall 2002</u>
	Transfers – all states ⁴	2,461

Pass Rates	Pass rates of KCTCS students taking national licensure exam	Not available until January 2004
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Exit Survey	Exit survey for all students receiving credentials	<u>Fall 2001</u>	<u>Fall 2002</u>	<u>Target Fall 2003</u>
	Overall instruction – Satisfied to Very Satisfied	91.1%	90.9%	98.00%
	Transferring to another institution – Yes	37.7%	33.4%	65.00%
	Recommendation to another – Yes	73.9%	84.3%	90.00%

Professional Development Programs

Professional Development Programs	Percent of operating expenses budget spent on professional and organizational	<u>2002-2003</u>	<u>Target 2003-2004</u>
		3.60%	4.00%

Economic and Cultural Impact

Headcount in credit and non-credit
workforce training, including Fire/Rescue
and company-sponsored programs

Credit & Non-Credit Workforce Training		<u>2000-2001</u>	<u>2001-2002</u>	<u>2002-2003</u>
	Fire/Rescue Training (Non-Credit)- Attendance ⁵	75,662	68,883	78,783
	Fire/Rescue Training (Credit) - Headcount	531	5,724	6,641
	Workforce Training (Non-Credit+Credit) ⁵	46,251		
	Workforce Training (Non-Credit) - Attendance ⁹		29,989	29,646
	Workforce Training (Credit) - Headcount		14,347	11,516

Employment assessments

Assessments		<u>2000-2001</u>	<u>2001-2002</u>	<u>2002-2003</u>
	Employment Assessments ⁵	44,672	36,192	61,486

Adult basic education (non-credit) classes

Adult Basic Education		<u>2000-2001</u>	<u>2001-2002</u>	<u>2002-2003</u>
	Basic Adult Education - Attendance ⁵	9,007	20,358	21,894
	GED (Corrections)			
	- GED Course Headcount ⁶			804
	- GEDs awarded ⁷			378

Community
Education

Community education (non-credit)
classes

	<u>2000-2001</u>	<u>2001-2002</u>	<u>2003-2003</u>
Community Education - Attendance ⁵	23,035	25,106	32,348

Employer
Satisfaction

Employer satisfaction with training
services

First data to be
collected 6/30/2004

Employer satisfaction with graduates

	<u>2001-2002</u>
Employer satisfaction (4 = Good) ²	4.06

Cultural Events

Attendance at cultural events

	<u>2002-2003</u>
Attendance ⁵	67,490

Fiscal Management Effectiveness

External Audit	External audit report	2001-2002 Clean	2002-2003 Clean	<u>2002-2003</u> Clean		
Funding	Funding sources: General Fund		2001-2002 \$181,445,800	<u>2002-2003</u> \$185,313,100	<u>Target 2003-2004</u> \$189,097,700 2.04%	<u>2003-2004</u> \$189,097,700 2.04% Met Target
Grants & Contracts	Grants and Contracts		2001-2002 \$40,004,860	<u>2002-2003</u> \$43,396,829	<u>Target 2003-2004</u> \$45,566,670 5.0%	
Advancement	Advancement: external and gift funding		2001-2002 \$7,938,145	<u>2002-2003</u> \$6,166,635	<u>Target 2003-2004</u> \$6,474,967 5.0%	
Per Student Funding	Per student funding		2001-2002 \$7,384	<u>2002-2003</u> \$7,343	<u>Target 2003-2004</u> \$7,673 4.49%	<u>2003-2004</u> \$7,611 3.65% Missed Target

Institutional Profile

Consolidation	Consolidation status		2001-2002 3	<u>2002-2003</u> 2	Target 2003-2004 5	
Media Articles	Media articles appearing in regional or national publications		<u>2001-2002</u> 123	<u>2002-2003</u> 101		
	Articles					
Presentations	Presentations in national venues by KCTCS personnel			<u>2002-2003</u> 122		
	Presentations					

¹ This statistic is unofficial until accepted by CPE later in December.

² This statistic is not available at this time. The names, along with birthdates or social security numbers to uniquely identify individuals, have not been collected for student enrollment in adult basic education. For a complete statistic, the data would have to be collected from a form that must identify the individual student or from a database maintained by CPE's Kentucky Adult Education unit. A smaller sample, those individuals enrolled in GED preparation courses offered under Community and Economic Development (CED), will be collected starting Fall 2003.

³ This statistic is based on unofficial data from KyDept of Technical Education database used for Perkins Fund performance reporting.

⁴ This statistic is a composite of CPE headcount for public Kentucky 4-year universities and National Student Clearinghouse headcount for most 2- and 4-year institutions outside of Kentucky.

⁵ This statistic is based on unofficial data from paper-based tallies or locally-managed databases and will include duplication.

⁶ This statistic is based on a single day sampling.

⁷ This statistic is based on data from an external database.

P.A.C.E.

Dr. Michael B. McCall, 2004 Objectives

The Kentucky Community and Technical College System (KCTCS) will sustain the momentum of successfully achieving the goals and priorities of the System Strategic Plan with leadership focus on essential areas for 2004. Continuing the P.A.C.E. of productivity includes objectives in the following four areas: the Planning Model, the Accountability Process, the accelerated implementation of Campaigns for resource development, and the advancement of KCTCS with an increased focus on External constituents. Listed below are the objectives and success indicators.

PLANNING

OBJECTIVE: Lead KCTCS in the process for completing the 2000-2005 Strategic Plan and designing the 2006-2010 Strategic Planning Model.

As indicators of success, KCTCS will:

- Involve a variety of stakeholders in strategic planning
- Align the budget process with the planning process
- Implement communication plan on goals and priorities
- Publish materials on achievements and progress

ACCOUNTABILITY

OBJECTIVE: Improve the process to measure and communicate continuous achievement of the KCTCS mission and mandates (*transfer education, workforce training, preparatory education, and community development*).

As indicators of success, KCTCS will:

- Enhance data collection
- Improve analysis and interpretation of data
- Use data in planning and decision-making
- Communicate results to stakeholders

CAMPAIGNS

OBJECTIVE: Accelerate the implementation of the comprehensive resource development program for KCTCS.

As indicators of success, KCTCS will:

- Diversify funding sources
- Pursue federal appropriations
- Continue the implementation of the “Fulfilling the Promise” Campaign

EXTERNAL

OBJECTIVE: Enlist and engage strategic alliances and constituencies to advance KCTCS.

As indicators of success, KCTCS will:

- Promote KCTCS on national, state, and local levels
- Increase programs and initiatives serving business and industry
- Enhance the advocacy role of stakeholders in promoting KCTCS to government leaders (federal, state, and local)
- Expand P-16 partnerships



RESOLUTION

Regarding the Lexington Community College

WHEREAS, the President of the University of Kentucky appointed a Task Force to look at options for Commission on Colleges, Southern Association of Colleges and Schools (SACS) accreditation for the Lexington Community College and to make a recommendation consistent with the *Kentucky Postsecondary Education Improvement Act of 1997* as amended (*The Act*); and

WHEREAS, *The Act* creates the Kentucky Community and Technical College System (KCTCS) as the ninth institution of postsecondary education with a mission to assure, in conjunction with other postsecondary institutions, access throughout the Commonwealth to pre-baccalaureate programs, workforce training; and remedial and continuing education to improve the employability of our citizens; and

WHEREAS, *The Act* mandates that KCTCS be responsive to the needs of students and employers in all regions of the Commonwealth with accessible education and training to support the lifelong learning needs of Kentucky citizens; and

WHEREAS, *The Act* declares that "... anything in any statute of the Commonwealth to the contrary notwithstanding, the power over and control of appointments, qualifications, salaries, and compensation payable out of the State Treasury or otherwise, promotions, and official relations of all employees of Eastern Kentucky University, Western Kentucky University, Murray State University, Northern Kentucky University, and Morehead State University, as provided in KRS 164.350 and 164.360, and of Kentucky State University and the Kentucky Community and Technical College System, shall be under the exclusive jurisdiction of the respective governing boards of each of the institutions named;" and

WHEREAS, the KCTCS Board of Regents has adopted a classification and compensation program that incorporates salary schedules for faculty and staff; that retains flexibility for positions that may be affected by differences in institutional size and scope; compensates employees according to their efforts and contributions; that establishes competitive wages and benefits; that treats employees with respect, consideration and courtesy; and that provides sound and equitable pay systems that reflect best market practices; and

WHEREAS, the KCTCS Board of Regents expressly supports the University of Kentucky Board of Trustees in whatever option it chooses for the Lexington Community College;

NOW, THEREFORE, BE IT RESOLVED, the KCTCS Board of Regents does hereby express its desire that if the Lexington Community College is to be transferred to KCTCS, then all Lexington Community College students, employees, and assets shall be under the exclusive jurisdiction of the KCTCS Board of Regents and governed by the personnel rules developed by the KCTCS Board of Regents for its members, officers, agents, and employees pursuant to KRS 164.365(2).

ADOPTED, this fifth day of December 2003.

Cynthia L. Read, Chair
KCTCS Board of Regents

Michael B. McCall, Ed.D.
KCTCS President



**Kentucky Community and Technical College System
Board of Regents**

Resolution Approving a Request for a Quantitative Waiver

WHEREAS, KRS 164.020, Section 19 mandates that the Council on Postsecondary Education postpone approval of any new program unless the institution has met its equal educational opportunity goals; and

WHEREAS, KRS 164.020, Section 19 also provides that an institution not meeting the goals shall be able to obtain a temporary waiver if the institution has made substantial progress toward meeting its equal educational opportunity goals; and

WHEREAS, 13 KAR 2:060, Section 7, requires that a waiver request from an institution include a resolution submitted to the Council on Postsecondary Education approved by the institution's governing board; and

WHEREAS, the quantitative waiver request includes assessments of the institution's efforts to achieve its objectives as set forth in the *Kentucky Plan*;

NOW, THEREFORE, BE IT RESOLVED that the Kentucky Community and Technical College System Board of Regents approves the request for a quantitative waiver from Bowling Green Technical College.

SO RESOLVED this fifth day of December 2003.

Cynthia L. Read, Chair
KCTCS Board of Regents

Joseph B. Wise, III, Secretary
KCTCS Board of Regents



RESOLUTION

Pertaining to Direction, Acknowledgement, and Consent Authorizing Call of Remaining Educational Buildings Revenue Bonds Series A, C, F, and H (Second Series)

WHEREAS, the *Kentucky Postsecondary Education Improvement Act of 1997 (The Act)* as amended creates the Kentucky Community and Technical College System; and

WHEREAS, *The Act* mandates that KCTCS “... be responsive to the needs of students and employers in all regions of the Commonwealth with accessible education and training to support the lifelong learning needs of Kentucky citizens ...”; and

WHEREAS, *The Act* states that “the government of each of the state universities and the Kentucky Community and Technical College System is vested in its respective board of regents. Each board of regents ... shall constitute a body corporate, with the usual corporate powers, and with all immunities, rights, privileges, and franchises usually attaching to the governing bodies of educational institutions”; and

WHEREAS, *The Act* authorizes the KCTCS Board of Regents to “... receive grants of money and expend the same for the use and benefit of the colleges...”; and

WHEREAS, *The Act* states that “the governing board shall attempt in every practicable way to insure the institution’s supplying its real needs at the lowest possible cost...”; and

WHEREAS, *The Act* states that “the acquisition and disposition of real property for the colleges under the jurisdiction of the Kentucky Community and Technical College board of regents that are the property of the University of Kentucky shall be approved by the Kentucky Community and Technical College System board of regents, which shall transmit the action to the University of Kentucky board of trustees for approval”; and

WHEREAS, the State Property and Buildings Commission and the Finance and Administration Cabinet of the Commonwealth of Kentucky have determined that the Commonwealth of Kentucky will reduce its annual debt service costs by refinancing certain bonds initially issued by the University of Kentucky for buildings now under the jurisdiction of the Kentucky Community and Technical College System; and

WHEREAS, the State Property and Buildings Commission and the Finance and Administration Cabinet of the Commonwealth of Kentucky have requested that the KCTCS Board of Regents approve the call of certain bond issues for the purpose of refinancing said issues;

NOW, THEREFORE, BE IT RESOLVED, pursuant to the Memorandum of Agreement on Delegation of Management Responsibilities dated January 14, 1998, and the Memorandum of Understanding Resolving Community College Accreditation Issues dated January 30, 2001, by and between the Board of Regents of the Kentucky Community and Technical College System (the “KCTCS”) and the Board of Trustees of the University of Kentucky (the “University”), the KCTCS hereby directs the University to call the remaining Educational Buildings Revenue Bonds Series A, C, F, and H (Second Series) prior to maturity and hereby acknowledges and consents to such call for redemption prior to maturity.

Through review and analysis of the above bond issues and current market conditions, it has been determined by the State Property and Buildings Commission and the Finance and Administration Cabinet of the Commonwealth of Kentucky that considerable cost savings can be achieved by the Commonwealth of Kentucky by the refinancing of these issues. The State Property and Buildings Commission will issue new bonds to achieve said refinancing with the resulting debt being assumed and managed by the Commonwealth of Kentucky.

BE IT FURTHER RESOLVED, that the KCTCS President and such other officers as may be required are authorized to take such other and further actions as shall be necessary and helpful in effectuating the call of said bond issues.

BE IT FURTHER RESOLVED, that the KCTCS President is hereby authorized and directed to take such action as he deems appropriate to carry out the transactions contemplated in the foregoing Resolutions.

ADOPTED, this fifth day of December 2003.

Joseph B. Wise, III, Secretary
KCTCS Board of Regents

Cynthia L. Read, Chair
KCTCS Board of Regents



RESOLUTION

Pertaining to Direction, Acknowledgement, and Consent Authorizing Call of Educational Buildings Revenue Bonds Series B

WHEREAS, the *Kentucky Postsecondary Education Improvement Act of 1997 (The Act)* as amended creates the Kentucky Community and Technical College System; and

WHEREAS, *The Act* mandates that KCTCS “... be responsive to the needs of students and employers in all regions of the Commonwealth with accessible education and training to support the lifelong learning needs of Kentucky citizens...”; and

WHEREAS, *The Act* states that “the government of each of the state universities and the Kentucky Community and Technical College System is vested in its respective board of regents. Each board of regents ... shall constitute a body corporate, with the usual corporate powers, and with all immunities, rights, privileges, and franchises usually attaching to the governing bodies of educational institutions”; and

WHEREAS, *The Act* authorizes the KCTCS Board of Regents to “... receive grants of money and expend the same for the use and benefit of the colleges...”; and

WHEREAS, *The Act* states that “the governing board shall attempt in every practicable way to insure the institution’s supplying its real needs at the lowest possible cost...”; and

WHEREAS, *The Act* states that “the acquisition and disposition of real property for the colleges under the jurisdiction of the Kentucky Community and Technical College board of regents that are the property of the University of Kentucky shall be approved by the Kentucky Community and Technical College System board of regents, which shall transmit the action to the University of Kentucky board of trustees for approval”; and

WHEREAS, the State Property and Buildings Commission and the Finance and Administration Cabinet of the Commonwealth of Kentucky have determined that the Commonwealth of Kentucky will reduce its annual debt service costs by refinancing certain bonds initially issued by the University of Kentucky for buildings now under the jurisdiction of the Kentucky Community and Technical College System; and

WHEREAS, the State Property and Buildings Commission and the Finance and Administration Cabinet of the Commonwealth of Kentucky have requested that the KCTCS Board of Regents approve the call of certain bond issues for the purpose of refinancing said issues;

NOW, THEREFORE, BE IT RESOLVED, pursuant to the Memorandum of Agreement on Delegation of Management Responsibilities dated January 14, 1998, and the Memorandum of Understanding Resolving Community College Accreditation Issues dated January 30, 2001, by and between the Board of Regents of the Kentucky Community and Technical College System (the “KCTCS”) and the Board of Trustees of the University of Kentucky (the “University”), the KCTCS hereby directs the University to call the Educational Buildings Revenue Bonds Series B prior to maturity and hereby acknowledges and consents to such call for redemption prior to maturity, contingent upon certification by the Finance and Administration Cabinet of the Commonwealth of Kentucky that said bonds can be refinanced.

Through review and analysis of the above bond issues and current market conditions, it has been determined by the State Property and Buildings Commission and the Finance and Administration Cabinet of the Commonwealth of Kentucky that considerable cost savings can be achieved by the Commonwealth of Kentucky by the refinancing of these issues. The State Property and Buildings Commission will issue new bonds to achieve said refinancing with the resulting debt being assumed and managed by the Commonwealth of Kentucky.

BE IT FURTHER RESOLVED, that the KCTCS President and such other officers as may be required are authorized to take such other and further actions as shall be necessary and helpful in effectuating the call of said bond issues.

BE IT FURTHER RESOLVED, that the KCTCS President is hereby authorized and directed to take such action as he deems appropriate to carry out the transactions contemplated in the foregoing Resolutions.

ADOPTED, this fifth day of December 2003.

Joseph B. Wise, III, Secretary
KCTCS Board of Regents

Cynthia L. Read, Chair
KCTCS Board of Regents